



***Non-public session in accordance with RSA 91-A: 3, II to discuss the
City Manager's Evaluation to be held at 6:00 p.m.***

City Council Meeting
Revised Agenda
March 10, 2014
City Council Chambers
7:00 p.m.

***Non-public meeting with legal counsel in accordance with RSA 91-A: 2, I (b) followed
by non-public session in accordance with RSA 91-A: 2, I (a) to discuss collective
bargaining strategies and a non-public session in accordance with RSA 91-A: 3, II (d) to
discuss property acquisition to be held following the March City Council meeting.***

1. Call to Order.
2. Invocation by the Reverend Kate Atkinson, St Paul's Church
3. Pledge of Allegiance.
4. Roll Call.
5. Approval of the February 3, 2014 the February 10, 2014 and the February 18, 2014 Meeting Minutes.
- 5A. Presentation on plan to end homelessness in the City of Concord.
6. Agenda overview by the Mayor.

- Consent Agenda Items -

Referral to the Recreation and Parks Advisory Board

7. Communication from Michael Royce asking that the City consider lighting the Blossom Hill Cemetery Chapel on a nightly basis.

Referral to Community Development

8. Communication from Michael Reed, CATCH Neighborhood Housing requesting that the City of Concord grant them a license to install a ramp within the city sidewalk at 4 Pleasant Street Extension, Endicott Hotel.

Items Tabled for an April 14, 2014 Public Hearing

9. Ordinance amending the Code of Ordinances, Title I, General Code; Chapter 1, Government Organization, by amending Schedule I of Article 1-5, Fees, Fines and Penalties; together with report from the Deputy City Manager – Finance.
10. Non-ordinance fees
11. Resolution appropriating the sum of \$10,000 from the Episcopal Church, Diocese of New Hampshire; together with report from the City Manager.
12. Resolution authorizing the City Manager to continue implementation of the Community Development Revolving Loan Fund Program and appropriating the sum of \$535,761; together with report from the Director of Redevelopment, Downtown Services & Special Projects.
13. Resolution accepting and appropriating the sum of \$1,830,861 for the purpose of constructing Phase II of the Parallel Taxiway to Runway 12/30, including \$1,647,775 in grant funds from the Federal Aviation Administration (FAA), \$91,543 from the State of New Hampshire, and \$91,543 from the City of Concord and authorizing the issuance of bonds and notes for CIP #73; together with report from Engineering.

From the City Manager

14. Positive Citizen Comments.

Consent Reports

15. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$6,056.57 as provided for under the preauthorization granted by City Council.
16. Diminimus gifts and donations report from the Police Department requesting authorization to accept monetary gifts totaling \$17,100 as provided for under the preauthorization granted by City Council.
17. OEDP Annual Report.
18. Report from Community Development in response to a communication from the United States Post Office requesting permission to place a six-unit neighborhood delivery collection box unit at the corner of Cypress and Noyes Streets to ensure the safety of postal delivery personnel while continuing postal service to the residents on Cornell Street. (12-8)
19. Status report from the Police Chief on Panhandling in the City of Concord.

20. Report from the City Engineer on the status of capital projects managed by the Engineering Services Division.
21. Report from Planning regarding revisions to lease agreements with Green Gold Farm and Bartlett Farm to exchange the Bartlett Farm leasehold at the Gully Hill Conservation Area with an area of equal tillable land at the West Portsmouth Street Conservation Area and to expand the Green Gold Farm leasehold at the Gully Hill Conservation Area to include the tillable land previously leased by Bartlett Farm.
22. Report from the General Services Director recommending the City Manager be authorized to accept the free leak detection survey from the New Hampshire Department of Environmental Services and enter into a promotional partnership agreement with the United States Environmental Protection Agency.
23. January Fiscal Year to Date financial statements from the Deputy City Manager – Finance.
24. Report from the Deputy City Manager – Finance outlining Finance Department staffing changes.
25. Report on FY2015 proforma model from the Deputy City Manager – Finance.
26. Report from Community Development in response to a communication from Ron Ferrante, 95 Loudon Rd LLC, asking the city to consider entering into a line lot adjustment to annex a small portion of city owned land off Thomas Street to the property at 95 Loudon Road and move the driveway from Loudon Road to Thomas Street. (12-9)

Consent Resolutions

27. Resolution transferring the sum of \$110,500 from contingency to General Services Snow and Ice Control Accounts; together with report from the Deputy City Manager – Finance.
28. Resolution authorizing the City Manager to submit an application to the Federal Aviation Administration (FAA) and the New Hampshire Department of Transportation (NHDOT), Division of Aeronautics, for up to \$340,000 in grant funds for the purpose of purchasing a new front end loader for the Concord Municipal Airport; together with report from Engineering.
29. Resolution authorizing the City Manager to submit an application to the Federal Aviation Administration (FAA) and the New Hampshire Department of Transportation (NHDOT), Division of Aeronautics, for up to \$1,830,861 in grant funds for the purpose of constructing the westerly portion of the Parallel Taxiway for Runway 12/30 at the Concord Municipal Airport; together with report from Engineering.
30. Resolution authorizing the City Manager to enter into a grant agreement for up to \$1,830,861 with the New Hampshire Department of Transportation (NHDOT), Bureau of Aeronautics, for the purpose of constructing Phase II of the Parallel Taxiway to Runway 12/30 at the

Concord Municipal Airport and to revise the total grant request for Phase I and Phase II to a total of \$3,031,847.

Consent Communications

31. Street closure request from Intown Concord for the 40th Annual Market Days Festival to be held Thursday, July 17, 2014 through Saturday, July 19, 2014.
32. Street closure request from the Concord Farmers Market Association requesting Capitol Street be closed on Saturdays from 6:00 a.m to 1:00 p.m. beginning May 10, 2014 with an anticipated closing date of October 25, 2014.
33. Street closure request from the Greater Concord Chamber of Commerce's Creative Concord Committee for the 3rd annual Midsummer Night Magic to be held on Friday, June 20, 2014.
34. Street closure request from the Christa McAuliffe School for a Christa McAuliffe Fun Fair Carnival to be held on Thursday, May 22, 2014.

Appointments

From the Mayor

*****End of Consent Agenda*****

35. March 10, 2014 Public Hearings

- A. Resolution accepting and appropriating the sum of \$34,323 from Bindery Redevelopment, LLC for the construction of sidewalk improvements along South Main Street in conjunction with the Downtown Complete Streets Improvement Project (CIP #460); together with a report from the City Engineer and Senior Planner. (2-12)
- B. Resolution repurposing \$5,437.76 from completed and unexpended lobby/scoreboard replacement project (CIP #64) to support the replacement of two heaters at the arena (CIP #64); together with report from General Services. (2-13)
- C. Resolution authorizing the Annual Appraisal of Real Estate at Market Value per RSA 75:8-b; together with report from the Director of Real Estate Assessments. (2-14) *(In accordance with RSA 75-8-b public hearings must be held in March and April, with Council action to take place in May)*
- D. Resolution accepting and appropriating the sum of \$17,000 from the Central NH Bicycle Coalition for bike lane striping and directional signage throughout the City (CIP #35); together with report from the City Engineer. (2-15)
- E. Ordinance amending the Code of Ordinances, Title IV, Zoning Code, Chapter 28, Zoning Ordinance, Article 28-6, Sign Regulations, Section 28-6-7, Signs Prohibited Under this Ordinance and Glossary; together with a report from the Zoning Administrator. (2-16)

(Report from the Deputy City Manager – Development requesting that the public hearing on this item either be tabled or recessed)

- F. Resolution accepting and appropriating the sum of \$475,000 in unmatched funds from the State of New Hampshire's Oil Discharge, Disposal, and Cleanup Fund ("ODD Fund") for environmental remediation of city owned property located at 5, 11, 27, 31 and 35 Canal Street, Penacook known as the former Amazon Realty and Allied Leather Tannery Sites CIP #508; together with report from the Director of Redevelopment, Downtown Services, & Special Projects. (2-17)
- G. Resolution accepting and appropriating the sum of \$10,612 from the NH Department of Transportation (NHDOT) for a portion of the design of the municipal water main relocation across the Exit 12 bridge over I-93; together with report from the Associate Engineer. (2-18)
- H. Resolution appropriating the sum of \$10,001,080 for the purposes of construction for the Sewalls Falls Bridge replacement project (CIP #22), including accepting and appropriating \$8,000,000 in U.S. Department of Transportation, Federal Highway Administration Bridge Aid Funds, and authorizing the issuance of bonds and notes in the amount of \$1,940,000, and utilizing \$61,080 from impact fees; together with report from the City Engineer. (2-19)
- I. Resolution amending and restating the Development Program and Financing Plan for the North End Opportunity Corridor Tax Increment Finance District (NEOCTIF) ; together with a report from the Director of Redevelopment, Downtown Services, & Special Projects. (1-13) (2-45E; 2-50) *(Supplemental report from the North End Opportunity Corridor Tax Increment Finance District Advisory Board submitted) (Action to be taken in April, in accordance with RSA 162-K:4)*
- J. Resolution authorizing the City Manager to enter into a Purchase and Sales Agreement with Tsunis Holdings, Inc. for real estate located on Storrs Street and appropriating the sum of \$1,050,000 including \$450,000 from NEOCTIF undesignated fund balance and the issuance of \$600,000 in NEOCTIF supported bonds and notes, to facilitate acquisition of property and related activities. (1-14) (2; 45F; 2-51) *(Action to be taken in April, in accordance with RSA 162-K:4)*
- K. Resolution modifying the Elderly Exemption Criteria for the City of Concord pursuant to the provisions of RSA 72:27-a; together with report from the Director of Real Estate Assessments.
- L. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 17, Vehicles and Traffic, Article 17-4, Operation of Motor Vehicles; Section 17-4-1, Stop Required Before Entering a Through Street; Schedule V, Stop Intersections; and Schedule Va, Four-Way Stop Intersections; Regional Drive at Chenell Drive; together with report from

the Traffic Engineer. (2-23) *(Public testimony submitted)*

March 10, 2014 Public Hearing Action

36. Resolution accepting and appropriating the sum of \$34,323 from Bindery Redevelopment, LLC for the construction of sidewalk improvements along South Main Street in conjunction with the Downtown Complete Streets Improvement Project (CIP #460); together with a report from the City Engineer and Senior Planner. (2-12)
37. Resolution repurposing \$5,437.76 from completed and unexpended lobby/scoreboard replacement project (CIP #64) to support the replacement of two heaters at the arena (CIP #64); together with report from General Services. (2-13)
38. Resolution accepting and appropriating the sum of \$17,000 from the Central NH Bicycle Coalition for bike lane striping and directional signage throughout the City (CIP #35); together with report from the City Engineer. (2-15)
39. Ordinance amending the Code of Ordinances, Title IV, Zoning Code, Chapter 28, Zoning Ordinance, Article 28-6, Sign Regulations, Section 28-6-7, Signs Prohibited Under this Ordinance and Glossary; together with a report from the Zoning Administrator. (2-16)
(Report from the Deputy City Manager – Development requesting that the public hearing on this item either be tabled or recessed)
40. Resolution accepting and appropriating the sum of \$475,000 in unmatched funds from the State of New Hampshire's Oil Discharge, Disposal, and Cleanup Fund ("ODD Fund") for environmental remediation of city owned property located at 5, 11, 27, 31 and 35 Canal Street, Penacook known as the former Amazon Realty and Allied Leather Tannery Sites CIP #508; together with report from the Director of Redevelopment, Downtown Services, & Special Projects. (2-17)
41. Resolution accepting and appropriating the sum of \$10,612 from the NH Department of Transportation (NHDOT) for a portion of the design of the municipal water main relocation across the Exit 12 bridge over I-93; together with report from the Associate Engineer. (2-18)
42. Resolution appropriating the sum of \$10,001,080 for the purposes of construction for the Sewalls Falls Bridge replacement project (CIP #22), including accepting and appropriating \$8,000,000 in U.S. Department of Transportation, Federal Highway Administration Bridge Aid Funds, and authorizing the issuance of bonds and notes in the amount of \$1,940,000, and utilizing \$61,080 from impact fees; together with report from the City Engineer. (2-19)
43. Resolution modifying the Elderly Exemption Criteria for the City of Concord pursuant to the provisions of RSA 72:27-a; together with report from the Director of Real Estate Assessments.

44. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 17, Vehicles and Traffic, Article 17-4, Operation of Motor Vehicles; Section 17-4-1, Stop Required Before Entering a Through Street; Schedule V, Stop Intersections; and Schedule Va, Four-Way Stop Intersections; Regional Drive at Chenell Drive; together with report from the Traffic Engineer. (2-23) *(Public testimony submitted)*

Appointments by the Mayor

Reports

New Business

Unfinished Business

45. Resolution amending the official map so as to establish the mapped lines of a future street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue; together with report from the Assistant City Planner. (1-16) (2-33I; 2-42) (3-39) (4-37) (5-58) (6-53) (7-40) (8-65) (9-37) (10-36) (11-40) (12-37)(1-42) (2-56) *(Action on this item tabled following a February 2013 public hearing)*
46. Ordinance amending the Code of Ordinances, Title III, Building and Housing Codes; Chapter 27, Housing Maintenance and Occupancy Code; Article 27-1, Housing Maintenance and Occupancy Code, Section 27-1-5, Amendments to the International Property Maintenance Code/2009; together with report from Code Administration. (8-14)(9-26C; 9-29) (10-37) (11-41) (12-38) (1-43) (2-57) *(Action on this item was tabled after a public hearing was held on September 9, 2013.)*
47. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 29.2, Public Capital Facilities Impact Fees Ordinance; Section 29.2-1-2, Assessment and Collection; together with report from Acting City Planner. (1-9) (2-45A; 2-46) *(Action tabled on this item; item also referred to the Impact Fee Committee after a public hearing was held February 10, 2014)*
48. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking, Storrs Street; together with report from the Director of Redevelopment, Downtown Services & Special Projects. (1-10) (2-45B; 2-47) *(Public hearing held on February 10, 2014; action tabled pending additional options from City Administration) (Supplemental report and revised ordinance from the Director of Redevelopment, Downtown Services & Special Projects)*

Comments, Requests by Mayor, City Councilors

Comments, Requests by the City Manager

Consideration of Suspense Items

- 3 Sus1 City Manager's proposed appointment to the Board of Trustees of Trust Funds.
Karen A Levchuk
- 3 Sus2 Proclamation proclaiming April 2014 as Child Abuse Prevention and Sexual Assault Awareness month in the City of Concord. *(For presentation in April)*

Adjournment

Information

- 3 Inf 1 January 6, 2014 and February 3, 2014 Concord Public Library Board of Trustees Meeting Minutes.
- 3 Inf 2 February 18, 2014 Traffic Operations Committee Meeting Minutes.
- 3 Inf 3 District Two Executive Council report from Colin Van Ostern.
- 3 Inf 4 Quarterly franchise fee payment from Comcast.



City Council Priority Setting Session
Draft Minutes
February 3, 2014
 City Council Chambers
 6:00 p.m.

1. Mayor Bouley called the meeting to order at 6:00 p.m.
2. Roll call. Councilors Bennett, Bouchard, Mayor Bouley, Councilors Champlin, Coen, Grady Sexton, Herschlag, Keach, Matson, McClure, Nyhan, St. Hilaire, Shurtleff, Todd and Werner were present.
3. Deputy City Manager – Development, Carlos Baia, provided members of City Council with a status report on the Main Street Complete Streets Project.
4. Mayor Bouley distributed copies of his proposed City Council committee appointments. Councilor Champlin moved to amend the proposed appointments, removing Councilor Herschlag from the Joint City School Committee. The motion was duly seconded. Council Committee appointments were unanimously approved with no additional amendments.
5. Discussion on priorities for 2014-2015.

Action: Members of City Council discussed and set the following items as their top priorities and/or initiatives for 2014 – 2015; information is listed in a non-prioritized order.

Calendar Year 2014 – 2015 Priorities

Responsible fiscal management is the guiding principal pertaining to all priorities listed below:

1. Balanced Budget Issues: Fiscal Year 2015 & 2016 (Collective Bargaining/Contract Negotiations, Grant Writing & Health Insurance Costs)
2. Community Wide Economic Development Initiatives to Expand Tax Base
3. Public Information, Marketing & Communications
4. Parking Master Plan/Implementation Measures

Projects:

1. Main Street Complete Streets Project
2. City-Wide Multi-Generational Community Center
3. Opportunity Corridor Economic Development Initiatives – South Main Street, Penacook Village, Downtown 2nd & 3rd Floor Redevelopment, North Central Corridor/Storrs Street Connection & South End Rail Yard
4. Expand Neighborhood Street Improvement Program

On-Going Initiatives:

1. Major Transportation Corridor Improvements
2. Municipal Complex Planning/Improvements
3. Memorial Field Complex Planning/Improvements
4. Sewalls Falls Bridge
5. Create and Expand Partnerships (Particularly In Regards to Recreation and Economic Development Opportunities)
6. Creative Economy Work
7. Hall Street WWTP Odor Control Program

Adjournment

There being no further Council business, Councilor Champlin moved to adjourn the meeting at 9:00 p.m. The motion was duly seconded and passed with no dissenting votes.

A true copy; I attest:

Thomas J. Aspell, Jr.
City Manager



TA

***Non-public session in accordance with RSA 91-A: 3, II (d) to discuss
property acquisition to be held at 6:00 p.m.***

City Council Meeting
Draft Minutes
February 10, 2014
City Council Chambers
7:00 p.m.

1. The Mayor called the meeting to order at 7:00 p.m.
2. Invocation by Reverend Jason Wells from the Grace Episcopal Church.
3. Pledge of Allegiance.
4. Roll Call. Councilor Bennett, Mayor Bouley, Councilors Champlin, Coen, Grady Sexton, Herschlag, Keach, Matson, McClure, Nyhan, St. Hilaire, Shurtleff, Todd and Werner were present. Councilor Bouchard was late.
5. Approval of the January 6, 2014 and the January 13, 2014 Meeting Minutes.

Action: Councilor St. Hilaire moved approval of the January 6, 2014 meeting minutes. The motion was duly seconded and passed with no dissenting votes. Councilor Nyhan moved approval of the January 13, 2014 meeting minutes. The motion was duly seconded and passed with no dissenting votes.

6. Mayor Bouley presented a resolution in recognition of the services of Elizabeth Blanchard. (1-27)
7. Mayor Bouley presented a resolution in recognition of the services of Michael DelloIacono. (1-28)
8. Mayor Bouley presented a resolution in recognition of the services of Jennifer Kretovic. (1-29)
9. Resolution in recognition of the services of Richard Patten. (1-30)

Action: Former Councilor Richard Patten was not present to accept his resolution.

10. Agenda overview by the Mayor.

- Consent Agenda Items -

Note: item listed as pulled from the consent agenda will be discussed at the end of the meeting.

Action: Councilor Nyhan moved approval of the consent agenda with items 23, 24, 25 and 35 being removed for discussion at the end of the agenda. The motion, as amended, was duly seconded and passed with no dissenting votes.

Referral to the Economic Development Advisory Committee

11. Communication from Councilor Herschlag, together with communication from David Rauseo, Concord Crossing/Morrill Mill Pond LLC, providing an example of potential advertising partnerships the City of Concord could consider.

Items Tabled for a March 10, 2014 Public Hearing

12. Resolution accepting and appropriating the sum of \$34,323 from Bindery Redevelopment, LLC for the construction of sidewalk improvements along South Main Street in conjunction with the Downtown Complete Streets Improvement Project (CIP #460); together with a report from the City Engineer and Senior Planner.
13. Resolution repurposing \$5,437.76 from completed and unexpended lobby/scoreboard replacement project (CIP #64) to support the replacement of two heaters at the arena (CIP #64); together with report from General Services.
14. Resolution authorizing the Annual Appraisal of Real Estate at Market Value per RSA 75:8-b; together with report from the Director of Real Estate Assessments.
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18. Resolution accepting and appropriating the sum of \$10,612 from the NH Department of Transportation (NHDOT) for a portion of the design of the municipal water main relocation across the Exit 12 bridge over I-93; together with report from the Associate Engineer.
19. Resolution appropriating the sum of \$10,001,080 for the purposes of construction for the Sewalls Falls Bridge replacement project (CIP #22), including accepting and appropriating \$8,000,000 in U.S. Department of Transportation, Federal Highway Administration Bridge Aid Funds, and authorizing the issuance of bonds and notes in the amount of \$1,940,000, and utilizing \$61,080 from impact fees; together with report from the City Engineer.

From the City Manager

20. Positive Citizen Comments.

Consent Reports

21. Diminimus gifts and donations report from the Library Director requesting authorization to accept monetary gifts totaling \$1,848.40 as provided for under the preauthorization granted by City Council.
22. Diminimus gifts and donations report from the Safety and Training Coordinator requesting authorization to accept monetary gifts totaling \$1,000 as provided for under the preauthorization granted by City Council.
23. Reports from the Traffic Operations Committee in response to a communication from the Deputy City Manager – Development asking that an examination of the performance of the Regional Drive/Chenell Drive intersection be made. (8-10) *(Pulled from consent by Mayor Bouley)*

Action: Item removed from the consent agenda for discussion.
24. Council Quarterly Priorities Report. *(Pulled from consent by Councilor Herschlag)*

Action: Item removed from the consent agenda for discussion.
25. Report from the Recreation and Parks Advisory Committee in response to a communication from Matt Elliott, President, Friends of White Park, requesting that the City of Concord investigate the removal of the bus lane within the parking lot at White Park when planning a potential new skate house. (1-7) *(Pulled from consent by Councilor Herschlag)*

Action: Item removed from the consent agenda for discussion.
26. Report from the Traffic Operations Committee in response to a communication from Ted Kendziora, Concord resident, requesting consideration be given to installing a stop sign at the corner of Peterson Circle and Governors Way in Concord. (1-8)
27. Comprehensive Annual Financial Report (CAFR).

28. Report from the City Treasurer providing detailed trust fund information, MS-9 and MS-10, for the period ending June 30, 2013.
29. Current Use Change Tax Quarterly status report from the Director of Real Estate Assessments.
30. Report from the Deputy City Manager-Development requesting to move the submittal of the annual Overall Economic Development Performance (OEDP) report to March on a permanent basis.
31. Semi-Annual Report on Contracted Solid Waste and Recycling Services from the General Services Director.
32. December Fiscal Year to Date 2014 Financial Statements from the Deputy City Manager – Finance.
33. Report from the Concord Human Services Director recommending changes to their Human Services Guidelines.
34. Report from the City Clerk regarding an automated City Council agenda system.
35. Report from the Transportation Policy Advisory Committee highlighting its accomplishments since its April 2008 inception. *(Pulled from consent by Councilor Todd)*

Action: Item removed from the consent agenda for discussion.

Consent Resolutions

36. Resolution in recognition of the services of John F. Duval. *(For presentation in March)*
37. Resolution designating depositories for the City of Concord, New Hampshire for the fiscal year 2014; together with report from the City Treasurer.
38. Resolution relative to short term investment of excess funds.
39. Resolution adopting a cash management policy.
40. Resolution authorizing the City Manager to enter into a municipal agreement with the New Hampshire Department of Transportation (NHDOT) for the design, inspection and construction administration of the municipal water main relocation across the Exit 12 bridge over I-93; together with a report from the Associate Engineer.

Consent Communications

41. Street closure request from Millennium Running for a road race, the Downhill Half Marathon, to be held on Sunday, September 28, 2014.

42. Street closure request for the 2014 Making Strides Against Breast Cancer event to be held on Sunday, October 19, 2014.
43. Street closure request from the Concord Food Co-op for their sixth annual Spring into Healthy Living event to be held on Saturday, May 10, 2014.

Appointments

From the Mayor

44. Communication from the Mayor regarding the City Manager's Annual Performance Evaluation.

*****End of Consent Agenda*****

45. February 10, 2014 Public Hearings

Mayor Bouley explained that he is going to open the public hearing on items E and F and is going to ask the Council to recess these two public hearings because they were not properly advertised prior to the meeting.

- A. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 29.2, Public Capital Facilities Impact Fees Ordinance; Section 29.2-1-2, Assessment and Collection; together with report from Acting City Planner. (1-9)

Action: City Manager Tom Aspell provided a brief overview.

Mayor Bouley opened the public hearing. There being no public testimony, the Mayor closed the hearing.

- B. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking, Storrs Street; together with report from the Director of Redevelopment, Downtown Services & Special Projects. (1-10) *(Additional public testimony received)*

Action: City Manager Tom Aspell provided a brief overview.

Councilor McClure asked if this was part of the strategic plan for the parking plan or whether it's independent of that. Mr. Aspell responded that this is independent of that explaining that anything they do until that strategic plan is complete will be on a temporary/interim basis. Councilor McClure questioned how this proposal would affect parking that the city is trying to provide during the Main Street project if they do it. Mr. Aspell explained that this would open up additional spaces for parking and the question is how the Council would like to permit them, what would they like to charge for a fee structure, and how does it impact other parking.

Councilor Champlin questioned whether it's imperative to take action on this prior to the conclusion of the long-range parking study. Mr. Aspell responded yes explaining that the majority of spaces wouldn't be available for parking during the construction process.

Councilor St. Hilaire inquired whether the spaces under the Loudon Road bridge are currently metered. Mr. Aspell responded no. Councilor St. Hilaire asked if it was currently free parking. Mr. Aspell responded yes. Councilor St. Hilaire asked how it's proposed that they will be more utilized once they are in a permit program. Mr. Aspell replied that people would have the idea that they would be available for them on a regular basis; they are now available but they need to be signed.

Mayor Bouley asked staff if they would consider not doing a permit and just simply go back to the way they did prior to construction by simply opening it up to a first come first served with the understanding that it would be on a temporary basis until they came back with an overall comprehensive package. Mr. Aspell responded that this is certainly an option on a temporary basis.

Mayor Bouley opened the public hearing.

Public Testimony

Roy Schweiker, resident, noted that he believes that there is a no parking sign under the Loudon Road bridge which is why the spaces are not being used. He suggested installing a sign with a time limit so that no cars are left abandoned under the bridge. He suggested that, in the south end, the city can use the permit system so that the people that had a permit knew that they have a place to park.

Gerry Carrier, Little River Oriental Rugs, indicated that he was present this evening to represent the merchant roundtable. He presented comments from many downtown merchants concerning the reestablishment of parking spaces on the south end of Storrs Street and under the bridge on Storrs Street. He noted that they agreed that the spaces removed from Storrs Street in 2010 should be made available to the public as soon as possible. Mr. Carrier indicated that the proposal for quarterly permitted spaces for \$100 was debated with the end conclusion that the spaces be reintroduced at their original status of no charge, no permits and no parking time limits. He stated that the merchants' proposal for the City Council to consider is: the immediate removal of the twelve existing signs that ban parking on the south end of Storrs Street; to allow the spaces to be available for parking without fees, permits or time limitations; no street lines are required, no additional parking enforcement costs, no new signage, no permit printing and no administration costs. (Full testimony on file at the City Clerk's Office)

Michael Herrmann, Gibson's Bookstore, indicated that he feels that the only customers for these spaces is the people that work downtown and that the \$400 a year for permits charged is five percent of the income of a downtown employee. He noted that he feels

that the public policy goals outweigh any revenues that the city might expect to gain from this proposal. He encouraged the Council to open it back up to free parking.

Liza Poinier, Intown Concord, thanked the city for looking into reopening parking on Storrs Street south of Theater Street. She indicated that the parking was well-used before its closing and, based on conversations with board members and others, there is little doubt that opening it in any fashion will be met with grateful applause. She highlighted comments provided by different board members and stated that, regardless of the outcome, they wholeheartedly support the city as it actively works toward opening additional parking downtown. (Full testimony on file at the City Clerk's Office)

Councilor Herschlag asked whether Intown Concord did or didn't come up with a conclusion as to whether the parking should or shouldn't be for free. Ms. Poinier replied that the board didn't have the opportunity to vote before this meeting so she gathered comments from individuals on the board and they were split.

There being no further public testimony, the Mayor closed the hearing.

- C. Resolution authorizing the City Manager to enter into a Municipal Agreement with the New Hampshire Department of Transportation (NHDOT) for Highway Safety Improvement Program (HSIP) funding, all part of the design and construction of the Loudon Road Corridor Improvements Project (CIP #19); together with report from the Traffic Engineer. (1-11) *(Supplemental report from Engineering Services Division summarizing public outreach efforts on the Loudon Road Corridor Improvements Project; together with supplemental report from the Transportation Policy Advisory Committee recommending the Loudon Road Corridor Improvements Project, CIP #19). (Public testimony received)*

Action: There being no Council objection, public hearing items C and D were read together.

City Engineer Ed Roberge provided a detailed overview explaining that the corridor encompasses Loudon Road from the Airport Road/Hazen Drive intersection easterly out to the D'Amante Drive location and generally averages over 100 crashes a year on the four lane segment between intersections. He explained that this road is a major arterial in the city in which approximately 20,000 cars a day travel and is near capacity at most of the major intersections. He explained that the road was built back in the 1930's and 1940's as a two lane road with ten foot shoulders and was created over time to a four lane road of very narrow lanes, 44 feet wide curb to curb. He stated that four eleven foot lanes doesn't give enough room to travel, to operate, to turn along with other items such as limited right of way width, number of uncontrolled curb cuts, difficult left turn movements, and no safe bicycle opportunities available. He noted that there are four opportunities with the project: do nothing alternative - keeps the existing four lanes and doesn't address any of the safety issues; a lane conversion - one travel lane in each direction with a center turn lane; four lane roadway with a raised median; a five lane

roadway. He noted that the lane conversion opportunity was at the top, established in 2001, with a caveat being that what needed to happen was looking at a conversion which was the extension of Regional Drive. The lane conversion would be a three lane configuration with one travel way each direction with widened shoulders as well as a center turn lane. He stated that this is a targeted project for highway safety improvements explaining that one of those elements is crash reduction explaining that they really need to prove that this is a project that has a great opportunity to reduce crashes. Within his PowerPoint presentation, Mr. Roberge provided examples of roadways including Manchester Street, North State Street, and Williston Road in Burlington, Vermont. Mr. Roberge noted that a project such as this really dictates and changes the speed characteristics; as opposed to that aggressive driver, what would really lead the way is that prudent driver. He highlighted Loudon Road design features: to repave/restripe between the major intersections; shoulders; raised islands; pedestrian crossings; access management; bus stop enhancements. Part of the aspects, as they develop their traffic modeling, is that they look at the corridor and they input all the traffic data, taking traffic count data and counting intersections including driveways at major business locations. He indicated that they use the traffic model when they look at whether or not there is adequate capacity or the restriction of a lane will suffice and will actually work. He noted that staff is confident that it does work. Mr. Roberge indicated that some of the anticipated operational challenges or changes that they will see during this is that there may be some longer queues.

Mr. Roberge went over budget funding explaining that it's a \$1.6 million project and staff has secured 90 percent Highway Safety Improvement Funds to fund the project which is approximately \$1.4 million in State Department of Transportation funds and local match. He stated that the schedule brings them to spring 2014 for final design and permitting and expect to construct in 2015 based upon the Department of Transportation approval schedule.

Councilor Coen asked what the traffic count was on I-393 and also on Regional Drive. Mr. Mack, Engineering, responded that Regional Drive is approximately 11,000. Councilor Coen asked if this is at capacity. Mr. Mack responded no.

Councilor Keach noted that he has seen how the two lane merge works from Main Street onto I-93 north at Exit 13. He asked how the merge would be accomplished at the top of Gully Hill where the two lanes merge into one at Airport Road. Mr. Roberge replied that the design shows that the multiple lanes come off at Hazen Drive and extends out toward just beyond the extent of the Dunkin Donuts driveway. Councilor Keach indicated that it occurs to him that that this the logical place to do it because one would start from a red light where speeds are slower.

Councilor Shurtleff noted that 20,000 vehicles a day on a five day week would total to over 5 million vehicles a year traveling on Loudon Road. He stated that he realizes that there is a great concern about the 100 accidents but feels that with over 5 million it seems to be a very small percentage to change a major reconfiguration on the road. Mr.

Roberge responded that this is probably the most accident prone stretch of roadway in the state. He stated that they feel that it's well worth the investment to target these types of accidents and noted that it is a high rate based on travel within this state.

Councilor St. Hilaire noted that his concern is the intersection at East Side Drive and Loudon Road where the traffic queues up during red lights. He asked whether it would be prudent to change the configuration at this spot to make a dedicated right turn lane so that traffic on Loudon Road has a dedicated lane to turn right on East Side Drive. He estimated that forty percent of the cars at this intersection would turn right to access East Side Drive, the state offices or I-393. Mr. Roberge pointed out in the plan that there are two through lanes that are queued up at this intersection. He noted that what Councilor St. Hilaire is saying is that a right turn lane would be a dedicated right turn lane only and two through lanes with only one outbound lane to the west side. He indicated that the capacity of the corridor is dictated by the intersection; the two lanes allow that queuing to gather and process through. He stated that the only way they feel that this project works is if they maintain that queuing capacity. Their concern is that if they do drop that one lane, there will be a significant detrimental effect on the opposite side and they would not be able to process enough traffic on that eastbound approach. He noted that staff did go back to look at that and determined that it is under 40 percent finding that it's between 25 and 29 percent that are actually taking that right hand movement. Staff agrees that this intersection would benefit from an additional right turn movement to get those cars out and add the capacity. He stated that they are at a point in which they cannot squeeze anything else out of this intersection because it's at max; staff does not recommend doing this because they need the capacity in both directions in order to maintain the corridor as it works today.

Referencing vehicles queuing on the opposite side, Councilor St. Hilaire inquired as to how long this line is as compared to the line on the opposite side by the car wash. Mr. Roberge responded that, at times, they are about the same. He pointed out that it varies again between time and can be anywhere from 200 to 800 feet in length depending on the season. Mr. Mack added that what happens a lot with the queues is that when it gets really busy and there are longer lines, in either direction, people tend to stay in the right lane even if they have to wait longer indicating that the left lane is underutilized. He noted that people stay out of the left lane because of the fear of getting stuck behind somebody turning left.

Councilor Matson stated that the design originally indicated that the current roadway is eleven feet for each lane and that the proposal for the lane has gone down to ten with a fourteen foot center lane. She asked why they would want it to be a foot less and what the impact would be in terms of safety. Mr. Roberge replied that the travel lanes would be a striped ten foot lane with a five foot shoulder which becomes a fifteen foot lane balanced within that way. He stated that there is a lot of maneuverable room and gives wiggle room within it.

Councilor Nyhan noted that one of the concerns that he has heard on numerous occasions is in regards to the capacity and the queuing and that going from two lanes to one lane is going to augment this problem. Recognizing that this has some significant safety concerns that need to be addressed, Councilor Nyhan asked that if they move forward with this planned design and find later down the road that it's just not working, the congestion and queuing is more than they had anticipated, does the city have the flexibility within the state dollars to do a study and repaint the roads to go back to the current design as is. Mr. Roberge responded that this is a highway safety improvement program so they have deliverables in terms of performance, evaluation and data that is provided. He stated that it's typically a five year term and the city would be providing that information. He noted that they would not be looking at queuing but accidents; the types of accidents and their severity that they are trying to eliminate with this project. He indicated that, if in a year, they came back and it was queuing and not popular, the city would be on the hook of paying back those dollars, particularly if the data was supporting that the city had a significant accident reduction on this road with this project.

Councilor Bennett noted that when the opportunity comes up for the city to be able to purchase property or take property for setbacks in the road they should mitigate it. City Manager Tom Aspell noted that setbacks are something that the Planning Board could look at in the future.

Councilor Champlin gathered that five feet is the standard shoulder size and noted that members of the cycling community have indicated that six feet is optimum for the safety sake for cyclists. He inquired whether there is a reason that they are only allowing five feet for a bike lane in this project. He asked whether there would be a right of way substantial enough to add an extra foot or to take away a foot in the turning lane. When following the complete streets policy, Mr. Roberge indicated that they try to balance all these needs: vehicle needs, bike needs, and pedestrian setback. He stated that they are trying to stay in the confines of the 44 feet and feels that this is a balanced approach in incorporating all the users to the best of their ability and staff recommends five feet in this project.

Councilor McClure asked how a bicycle would negotiate the intersection. Mr. Roberge responded that in the proposal there is a roadside shoulder. He stated that by eliminating multiple lanes it will make it easier for bikes to utilize the left hand turn lane. Councilor McClure asked for clarification as to how a bicyclist would negotiate the intersection. Mr. Roberge explained that there will be a five foot shoulder so if a bike is taking a right the bike is fully protected in taking that movement. Councilor McClure inquired whether a bicyclist would pretend they were a pedestrian and get across on the crosswalk or they would go into the left hand turn lane to take a left hand turn. Mr. Roberge indicated that to be correct. Councilor McClure asked where the left hand turn lane would put the bicyclist when they turn. Mr. Roberge replied that they should act like a vehicle because they are sharing the road; it's a multi-modal use of that area. He added that one of the design features that they hope to include on the traffic signals is the addition of video detection which allows bikes to be picked up if they are in a particular lane. Councilor

McClure questioned whether this would be in the left hand turn lane. Mr. Roberge responded that it would be for all movements.

Councilor Herschlag noted that it was indicated that bus pull outs were feasible and questioned whether this implied that there will be areas where the buses will be blocking the travel lane. Mr. Roberge responded that when they refer to "feasible" it is whether it fits within the context of the location. In reference to bus stops, he added that they are looking at moving them or putting them in a location where they can take advantage of a widened area. Councilor Herschlag asked whether by referring to "feasible" that they would be leaving the bus stops where they are or moving them so that busses wouldn't be blocking the travel lane. Mr. Roberge responded that it's a project goal; they would try to find a design solution that would get the bus out of blocking the travel lane. Councilor Herschlag stated that it appears that they are not sure this is possible. Mr. Roberge explained that they have eight locations that they have looked at on the preliminary design and once they move forward with final design, if approved this evening, they will look hard at physical design survey that allows them to support that preliminary design. He stated that their project goal is to get these bus stops safer than they currently are. Councilor Herschlag asked if whether it's not known that it is entirely possible for all of the bus stops. Mr. Roberge responded that it's not known at this time.

Councilor Todd indicated that he attended the public meeting and indicated that there were a lot of people that were concerned about the safety of the configuration of the two way-left turn lane being proposed. He asked whether staff had any statistics on the last time there was a reported head-on crash or other incident in an urban two-way left turn lane or any other safety concerns in regards to this configuration. Mr. Mack noted that 25 to 29 percent nationwide is what the federal studies have come up with; crash reduction going from a four tight lanes to a three lane section which includes a left turning lane is significantly safer. Mr. Roberge added that they do monitor traffic and accidents monthly at their Traffic Operations Committee and he is not aware of any accidents of that type in the city.

Mayor Bouley opened the public hearing.

Five Minute Public Testimony

Tim Blagden, representing Bike Walk Alliance, indicated that younger generations are looking to move to cities that support multi-modal transportation and feels that this change would be a big plus in Concord's long term goal of implementing complete streets. He stated that the five foot bike lanes while not ideal, is a great step in the right direction towards making bicycling safe on Loudon Road. He urged the Council to embrace this concept for Loudon Road to help increase the enjoyment for both the drivers and the multi-modal users and help increase revenue for the merchants.

Councilor Nyhan asked why five foot bike lanes are not ideal and what would be ideal. Mr. Blagden responded that six foot lanes would be ideal but understands that they are only working with 44 feet of space.

Gloria-Jean Leighton, Loudon Road resident, expressed her opposition to this proposal on Loudon Road. She stated that her main concern is that there is too much traffic on Loudon Road to reduce it down to two lanes further stating that she feels that it will cause backups. She noted her concerns with holiday traffic and when the study was completed versus the traffic currently on the road.

Mayor Bouley asked Ms. Leighton if she likes Loudon Road as it is today. Ms. Leighton responded that she has learned to live with it. She indicated that she is more concerned with the turn change that's being proposed when reducing the lanes. She stated that she is more uncomfortable in the turn lane because she can't control the person coming at her and noted that there is so much traffic turning on Loudon Road that she feels that there will be people vying for the same spot. She stated that she would rather live with the way it currently is rather than the uncertainty of the change.

Darlene Chamberlain, Loudon Road resident, spoke in support of the proposed improvements because of vehicle safety and the safety of handicap residents on Loudon Road. She feels that the corridor improvements presented can be done without major negative impact on the surrounding streets.

Nada Haddad, resident, expressed her concerns with the proposed improvements and its unintended consequences in the residential neighborhood. She expressed further concerns about additional corridor improvement phases and the interconnection of residential roadways north of Loudon Road. She urged the Council not to solve a problem by potentially creating another one by diffusing the traffic into the neighborhoods. (Full testimony on file at the City Clerk's Office)

Nuha Haddad, resident, noted that she feels that comparing North State Street and Manchester Street with Loudon Road is like comparing apples with oranges because the number and nature of the businesses on Loudon Road are tremendously higher. She noted that she feels that the traffic on Loudon Road, with the proposed improvement, will result in bumper to bumper traffic. She added that she is not sure which improvements would be best but feels that security and safety of travelers and shoppers are important.

Councilor Matson asked if the comments against the roadway is due to the interconnectivity for the residential roads and questions that if this was not part of the proposal would this make a difference in terms of whether Loudon Road improvements goes forth. Ms. Nada Haddad indicated that she can see more vehicles utilizing their neighborhood to avoid all the traffic on Loudon Road. Ms. Nuha Haddad noted her concerns with their liability insurance if more traffic is going through their neighborhoods.

Councilor Champlin noted that his impression is that their major concern is the interconnectivity of the neighborhoods on the north side. He asked if this was out of the plan, would they be for the project or against the project. Ms. Nada Haddad responded that she has some reservations because of the traffic on Loudon Road. She stated that she usually avoids taking left hand turns to get onto Loudon Road and always takes a right hand turn.

Councilor Shurtleff inquired that if Council accepts this recommendation in regards to the grant dollars would the Phase 3 interconnectivity automatically go into effect or would that have to come back to Council in 2017. Mayor Bouley responded that it would have to come back to Council and it is his understanding that the Haddad's concerns are nowhere in this plan.

Bernard Fournier, Pembroke resident, noted that he is an avid cyclist and feels that Loudon Road is presently unmanageable for a cyclist. He spoke in support of a bicycle lane and feels that the proposed project is a win-win situation all around.

Melissa Bernardin, resident, spoke in support of the proposal noting that what motivates her to speaking in support of this transportation improvement project is: the concern of the rights of the residents of the Heights who do not travel by automobile; bicycle and pedestrian friendly roads make communities more welcoming. She stated that her love of cycling is what grounds her in this area and feels that the more that the city makes their roads more bicycle friendly the more they are going to make this community and the state more welcoming to people of all ages.

Ursula Maldonado, resident, spoke in support of the proposed project and feels that a left turn lane will make it easier for vehicles. She stated that she feels that if it's safer for busses, bicyclists and pedestrians then it is better and safer for motorists behind the wheel.

David Harris, resident, noted that he travels on Loudon Road both by vehicle and bicycle and finds it equally scary both ways. He stated that the plan as presented this evening sounds fantastic and feels that it addresses his concerns and safety. He spoke in favor of the video activation of the signals for bicycles.

Roy Schweiker, resident, referenced a gentleman that he recalled from a 2020 meeting that was an advocate of roundabouts and his idea in improving Loudon Road was to put roundabouts at intersections and place a median between them so you can only make right turns. He indicated that the more he thinks about it, this seems to him to be the only thing that is really going to work. He noted his concerns with a five foot bike lane noting that the size may decrease because of catch basins and slopes in some areas. Referencing bus stops, he noted that maybe busses can pull into business lots to avoid them stopping in the road to let passengers on and off.

Ken Georgevits, resident, noted his concern of how the city will pay for this project if it comes in over budget.

Elaine Kellerman, Loudon Road resident, spoke in opposition to this project stating that she feels that this is a bad idea because of all the traffic and back up on Loudon Road. She noted that she feels there will be problems with the left turn lane which will cause congestion. She urged Council to take all the safety issues and traffic into consideration and asked that if any of the members don't know what it's like on Loudon Road she asked that they abstain from voting.

Councilor Coen asked if Ms. Kellerman had an opinion on how Loudon Road could be improved. Ms. Kellerman responded that it should be left the way it is now unless there is a better plan than the one being proposed.

Councilor Herschlag questioned how Ms. Kellerman felt if there was a way to design the road so that cars would be able reverse direction as opposed to making left hand turns. Ms. Kellerman asked for clarification to the question. Councilor Herschlag asked that if there was a solution that allowed traffic to flow in directions, east and west, without multiple left hand turns but instead having three or four junctions along the way to reverse directions to access businesses on the other side of the road. Ms. Kellerman replied that it might be a reasonable possibility.

Kevin Curdie, resident, noted that if the travel lanes are reduced and there is an accident then movement will be tied up on the road. He suggested putting in angled asphalt instead of granite curbing so that if someone breaks down they can still manage to pull off the roadway and not stop movement. He noted that he likes the idea of reversing direction but is not sure there is enough room to do it on this road.

Dennis Soucy, resident, spoke in support of the project noting that a lot of other cities twice the size of Concord have three lane roads and they don't seem to have any problems utilizing them. He noted that it's difficult to make left hand turns currently on Loudon Road and feels that the reduced lanes with a left turn lane will make the traffic move better and be a lot safer.

Three Minute Public Testimony

Gloria-Jean Leighton inquired as to what would happen when an ambulance or a fire truck needed to get through on a three lane road. She pointed out that there was a recommendation for more lights but noted that she is not in favor of it because there would be a lot of stopping and it would take a person longer to get from one end to the other end of Loudon Road. She recommended that, to alleviate some of the traffic off of Loudon Road, there should be another connector off I-393 after the East Side Drive exit.

Roy Schweiker commented that the road referred to in Williston, Vermont is not desirable.

Darlene Chamberlain noted that she is open to considering other options and alternatives for the traffic flow on Loudon Road.

There being no further public testimony, the Mayor closed the hearings for items C and D.

- D. Resolution accepting and appropriating the sum of \$1,600,000 in Matched Highway Safety Improvement Program (HSIP) Funds from the New Hampshire Department of Transportation (NHDOT) for the purpose of design and construction of Phase I Traffic Safety Improvements for the Loudon Road Corridor Improvements Project (CIP #19), including \$1,440,000 in NHDOT Grant Funds and authorizing the issuance of bonds and notes of up to \$160,000 for the local match portion of the project. (1-12)

Action: Public hearing for this item taken with item C.

- E. Resolution amending and restating the Development Program and Financing Plan for the North End Opportunity Corridor Tax Increment Finance District (NEOCTIF); together with a report from the Director of Redevelopment, Downtown Services, & Special Projects. (1-13) *(Supplemental report from the North End Opportunity Corridor Tax Increment Finance District Advisory Board)*

Action: There being no Council objections, public hearing items E and F were read together.

Mayor Bouley opened the public hearing for items E and F. There being no public testimony, Councilor St. Hilaire moved to recess the public hearings for items E and F until the March Council meeting. The motion was duly seconded and passed with no dissenting votes.

- F. Resolution authorizing the City Manager to enter into a Purchase and Sales Agreement with Tsunis Holdings, Inc. for real estate located on Storrs Street and appropriating the sum of \$1,050,000 including \$450,000 from NEOCTIF undesignated fund balance and the issuance of \$600,000 in NEOCTIF supported bonds and notes, to facilitate acquisition of property and related activities. (1-14)

Action: Public hearing for this item was recessed until the March Council meeting.

- G. Resolution accepting and appropriating the sum of \$23,300 in grant funding from the Department of Safety, State Homeland Security and Emergency Management Exercise and Evaluation Program, for funding of a Homeland Security Exercise in conjunction with Concord Hospital; together with report from the Police Department. (10-23) (1-15)

Action: City Manager Tom Aspell provided a brief overview.

Mayor Bouley opened the public hearing. There being no public testimony, the Mayor closed the hearing.

- H. Resolution accepting and appropriating the sum of \$21,621 from the New Hampshire Charitable Foundation for management and maintenance of municipal property; together with report from the Deputy City Manager – Finance. (1-16)

Action: City Manager Tom Aspell provided a brief overview.

Mayor Bouley opened the public hearing. There being no public testimony, the Mayor closed the hearing.

February 10, 2014 Public Hearing Action

46. Ordinance amending the Code of Ordinances, Title IV, Zoning Code; Chapter 29.2, Public Capital Facilities Impact Fees Ordinance; Section 29.2-1-2, Assessment and Collection; together with report from Acting City Planner. (1-9)

Action: Mayor Bouley indicated that he would like the Council to consider tabling this item explaining that he feels that before Council approves changes to the schedule of the Impact Fee Ordinance he would like to give the newly formed Impact Fee Review Committee the opportunity to look at this ordinance.

Councilor Coen asked how this would affect ongoing processes occurring right now. Mayor Bouley responded that the ordinance would remain as it is currently written but instead of making any changes this evening, they may look at some more comprehensive changes in a few months.

Councilor Shurtleff moved to table this item and refer it to the Impact Fee Review Committee. The motion was duly seconded and passed with no dissenting votes.

47. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 18, Parking, Storrs Street; together with report from the Director of Redevelopment, Downtown Services & Special Projects. (1-10) *(Additional public testimony received)*

Action: Councilor Nyhan moved approval. The motion was duly seconded.

Councilor Nyhan stated that there was a lot of good public testimony this evening and the part that he felt was compelling is the ability to give the City Manager flexibility to set the rates as appropriate for the city. He indicated that he moved this forward with the understanding that the rate structure will be reconsidered.

Councilor St. Hilaire noted that he hopes this to be free parking temporarily based upon the testimony received. He stated that he would like to see a restriction so that vehicles are not parked for long periods of time.

Councilor Herschlag indicated that he would like to see this come back to Council before the fees are enacted and would also like to at least consider returning it to free parking until after either the Main Street construction project is completed or until after they have a complete parking study.

Councilor Keach stated that it occurs to him that the existing ordinances that address overnight parking with regard to vehicles being parked for more than 48 hours may be applicable.

Councilor Nyhan noted his concerns with making parking free at this time.

Councilor Herschlag indicated that his concern with using permits in this area is that it wouldn't be available to the general public.

Councilor Champlin agreed with Councilor Nyhan in terms of allowing the City Manager flexibility but does have concerns with the viability of the permitting proposal. He stated that he will vote in favor of the motion however he would like to see some consideration given to not only the ramifications on downtown merchants but also relative to how the parking study report will have an impact overall to this entire issue.

Councilor Todd concurred with Councilor Champlin's comments noting his concern with a temporary need for this parking if the Main Street project moves forward. He noted that he is also concerned with moving forward with this piece without having an actual parking study completed.

Mayor Bouley indicated that he will be voting in opposition to the motion. He stated that he would like to see the motion defeated and would like to see a motion to make those spaces available at no cost. He stated that he feels the city desperately needs a comprehensive policy around parking in the city; the bigger picture needs to be addressed. He indicated that he voted and fully supported giving the City Manager the temporary authority to not have to come back to Council and be able to make changes on the fly during the construction process; he still supports this but in terms of this he wants to provide goodwill by simply doing free spaces on a temporary basis.

Councilor McClure noted her agreement with Mayor Bouley. She complimented the staff noting that she appreciates that they are trying to get value where there's value to be made and to enhance revenue wherever possible.

Councilor Herschlag also noted his agreement with the Mayor.

Councilor Nyhan firstly pointed out that the parking study is going to take some time and secondly, that this isn't just about a potential \$34,000 of additional revenue but it's going to drive revenue down in the garages.

Councilor Coen indicated that he will be voting in favor of this because this gives the City Manager the flexibility to make the adjustments that need to be made for downtown parking. Councilor St. Hilaire noted that when he seconded the motion he assumed that the City Manager would make it free parking and given the sense now that that may not happen he withdrew his second.

Councilor Coen seconded Councilor Nyhan's motion to approve.

Mayor Bouley explained to the City Solicitor that Council had previously voted to give the City Manager the authority to make decisions as necessary when it comes to parking. He noted that this is an ordinance presented to the Council which sets up a structure with a fee, with permits, a process of how to do it, signage, and hours of enforcement and inquired as to which trumps one another; does the ordinance trump the ability of the City Manager to make changes he wishes until the construction process is over or is the ordinance binding. City Solicitor Jim Kennedy responded that, with the ordinance coming after the authority given to the City Manager, the ordinance would supersede the authority given. Mayor Bouley asked, in the Solicitor's opinion for the Council to make their decision, does the City Manager have the ability to make this free parking if this ordinance is voted on this evening. Mr. Kennedy responded that there is one caveat that this would transfer the use of this right of way property as it is now. He indicated that the permitting system, as presented in the report, discusses that the property is owned by the city in fee so this is more than just parking, this is permitting city owned property so it really does require a Council involvement.

Councilor Herschlag indicated that he visited the parking garage three or four times a week at various times and what he noticed after the parking was taken away on Storrs Street is that there was actually less parking in the parking garage than before.

The motion to approve the ordinance failed on a voice vote.

Councilor St. Hilaire indicated that he would like to see there be free parking and that a no parking zone be redesignated.

Mayor Bouley inquired whether Council could use what they have and just strike sections. Mr. Kennedy explained that there can be a motion to amend the existing proposed ordinance this evening or they can recess until the next meeting if staff is directed to make those amendments for final approval.

Councilor St. Hilaire moved to table this item and asked that staff draft a new ordinance which would allow for free parking in the Storrs Street zone and, if possible, include the parking under the bridge. The motion was duly seconded.

Councilor Keach inquired as to what precludes the City Manager from exercising his authority during the process of construction on Main Street.

Mayor Bouley pointed out that construction hasn't started and noted that they are talking about a city right of way.

City Solicitor Jim Kennedy explained that this would be a permitting system with city owned property and, with respect to permitting the use of city owned right of way property, that would be required to be an ordinance.

Following brief additional Council discussion, Councilor St. Hilaire's motion passed with no dissenting votes.

48. Resolution authorizing the City Manager to enter into a Municipal Agreement with the New Hampshire Department of Transportation (NHDOT) for Highway Safety Improvement Program (HSIP) funding, all part of the design and construction of the Loudon Road Corridor Improvements Project (CIP #19); together with report from the Traffic Engineer. (1-11) *(Supplemental report from Engineering Services Division summarizing public outreach efforts on the Loudon Road Corridor Improvements Project; together with supplemental report from the Transportation Policy Advisory Committee recommending the Loudon Road Corridor Improvements Project, CIP #19). (Public testimony received)*

Action: Councilor Bouchard moved acceptance to move forward with the three lane construction. The motion was duly seconded.

Councilor Nyhan moved to table this item for additional information in regards to bus stops, emergency vehicles, traffic accidents, motorists pulled over for traffic violations and how old the traffic study numbers are. He noted that he feels that something has to be done on Loudon Road and based upon the information that he has heard this evening he is not going to support this because he has concerns going forward with this. The motion to table was duly seconded.

Councilor Bouchard noted that she feels that the plan is very worthy and well thought out. She understands that there may be concerns but would rather not wait feeling that staff has answers for all the concerns brought forth. Noting that she lives off of Loudon Road she stated that it's currently a very dangerous road. She added that this has been studied for years and she feels that it's time to move forward with it.

Councilor Champlin asked whether a vote in favor of the motion to approve would approve the plan and lock that plan in or would it simply accept the federal funds.

Mayor Bouley explained that if Councilor Bouchard's motion to approve was adopted it would simply be adopting the plan.

Councilor Coen indicated that he is not in favor of tabling this item because he feels that this project has been looked at over the years and is a very important project because of the safety issues on the road.

Councilor Todd noted that he is in favor of the project indicating that he feels that the city has an obligation to try to make their travel ways as safe and navigable as possible. He stated that while the main purpose of the plan is improved safety he can sympathize with individuals who think it would be best to achieve that without further possible exasperating the congestion issue. He noted that given a choice between the two, the Council has an overriding obligation to choose safety. He added that if the city doesn't accept this grant the likelihood that the city can get another one like this is nonexistent.

Councilor McClure noted her support with moving forward on this project mainly for safety reasons. She empathizes with the residents that are fearful of what this is going to do to their ability to navigate the road. She hopes and encourages the staff, if Council votes in favor of this, to work with them to understand better the design and how they will be able to do that.

The motion to table failed on a voice vote.

Councilor Bouchard asked if the plan includes Phase 3 which puts forth the road that runs behind the neighborhoods. Mr. Aspell responded no. He asked that Council clarify that and to strike all reference to that.

Councilor Bouchard amended her motion to not include any connector roads running behind the neighborhoods. The motion was duly seconded.

Councilor Herschlag moved to remove the three references "including reducing the existing four lanes to three lanes" within the resolution.

Councilor Nyhan inquired whether changing the resolution would change the direction of the project. He noted that it's his understanding that in order to receive the federal funds that they cannot change the project's design. Mr. Aspell responded that the design still needs to be done because all they have is a concept.

Councilor Herschlag's motion was not seconded.

City Manager Tom Aspell explained that there are only two options: 1) accept the grant and appropriate \$160,000 of city dollars to do the project. He pointed out that the pavement widths are the same today as it will be after with three lanes and the issues of how does one get around a bus or a police car will be easier because of having four widths of cars there will only be two. He stated that emergency vehicle access would be faster and not slower. 2) reject the grant. He stated that the road would still need to be repaved and the cost for this is approximately \$1 million and would be restriped with the four lanes. He stated that Council has told him that the city needs to do a driveway reduction plan to start reducing some of the very large driveways noting that this would be in a range of approximately \$500,000 with a total of \$1.5 million. Mr. Aspell noted that if they accepted the federal dollars and it doesn't work for some reason and, hypothetically, the city had to return all of the federal dollars the \$1.6 million. He indicated that the city would still have a road that's repaved and has driveway reductions; the city would have to scrape the paint off and put on

new paint. He noted that they wouldn't lose anything in this worst case scenario. He asked that Council not get caught up with the fact that they have done this improvement and now they are stuck with it because that's not the case.

Councilor Nyhan stated that he feels this is a good explanation for people like himself who are struggling with this because of the fear of being locked into a project.

Councilor St. Hilaire explained that the reason why he seconded the motion to table is because he had concerns also and noted his appreciation of the City Manager's explanation. He stated that he has concerns with traffic congestion with this project. He inquired as to the projection, aside from the paving, for the curb cuts or other expenses. Mr. Aspell responded that in the past the idea was to go driveway to driveway to the property owners and express to them the need for community benefit to do something. He believed that most people would cooperate and say that they will work with the city at the city's expense. He indicated that he doesn't expect any of the property owners to say that they agree to reduce the width of their driveway and pay for it too. He added that when doing these types of projects they deal with drainage issues, sidewalk work, and curbing. He stated that is why staff estimates this to be in the \$500,000 range. Councilor St. Hilaire asked if the city would be doing the curb cuts as part of this grant if this is approved. Mr. Aspell responded yes that was the idea. Councilor St. Hilaire questioned whether this was a definite or whether this was going to be an attempt that may not happen. Mr. Aspell responded that to make the project work they will have to do that.

Councilor Todd pointed out that Regional Drive is currently underutilized and not at capacity at 11,000 cars and believes that part of this plan may be to further utilize that road to help relieve congestion.

Councilor St. Hilaire indicated that he understands what Regional Drive has done but the problem is that it hasn't mitigated the fact that there's back up on Loudon Road. He stated that without Regional Drive it would be worse but it hasn't solved the problem.

Councilor Nyhan stated that he feels that limiting curb cuts is essential otherwise the congestion problem is just compounded.

Mr. Aspell explained that if Council decides to go forth with the project what they are doing is sending a message to the Planning Board which is any time new development occurs that all the driveways should be interconnected and the driveway should be improved.

Councilor Bouchard's motion passed with no dissenting votes.

49. Resolution accepting and appropriating the sum of \$1,600,000 in Matched Highway Safety Improvement Program (HSIP) Funds from the New Hampshire Department of Transportation (NHDOT) for the purpose of design and construction of Phase I Traffic Safety Improvements for the Loudon Road Corridor Improvements Project (CIP #19), including \$1,440,000 in

NHDOT Grant Funds and authorizing the issuance of bonds and notes of up to \$160,000 for the local match portion of the project. (1-12)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed with the required 2/3rds vote with Councilors Bouchard, Mayor Bouley, Councilors Champlin, Coen, Grady Sexton, Herschlag, Keach, Matson, McClure, Nyhan, St. Hilaire, Shurtleff, Todd and Werner voting yes.

City Manager Tom Aspell clarified that this approval is for Phase I and he is not going to move forward with doing anything in Phase II or Phase III at this point.

50. Resolution amending and restating the Development Program and Financing Plan for the North End Opportunity Corridor Tax Increment Finance District (NEOCTIF) ; together with a report from the Director of Redevelopment, Downtown Services, & Special Projects. (1-13) *(Supplemental report from the North End Opportunity Corridor Tax Increment Finance District Advisory Board)(Action to be taken in March, in accordance with RSA 162-K:4)*

Action: No action taken on this item.

51. Resolution authorizing the City Manager to enter into a Purchase and Sales Agreement with Tsunis Holdings, Inc. for real estate located on Storrs Street and appropriating the sum of \$1,050,000 including \$450,000 from NEOCTIF undesignated fund balance and the issuance of \$600,000 in NEOCTIF supported bonds and notes, to facilitate acquisition of property and related activities. (1-14) *(Action to be taken in March, in accordance with RSA 162-K:4)*

Action: No action taken on this item.

52. Resolution accepting and appropriating the sum of \$23,300 in grant funding from the Department of Safety, State Homeland Security and Emergency Management Exercise and Evaluation Program, for funding of a Homeland Security Exercise in conjunction with Concord Hospital; together with report from the Police Department. (10-23) (1-15)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed on a voice vote. Mayor Bouley took Rule Six on this item and did not vote.

53. Resolution accepting and appropriating the sum of \$21,621 from the New Hampshire Charitable Foundation for management and maintenance of municipal property; together with report from the Deputy City Manager – Finance. (1-16)

Action: Councilor Nyhan moved approval. The motion was duly seconded and passed with no dissenting votes.

Appointments by the Mayor

Reports

54. Report from the Board of Assessors regarding 2012 Assessments.

Action: George Hildrum, Board of Assessors member, provided a brief overview pointing out that there are action points at the end of the report in which he hopes that the Council would make themselves aware of and incorporate them into their future planning and budgeting for improving the assessment process in the city.

Mayor Bouley noted that there are five recommendations and inquired whether the Council is being asked to focus on the first three because the other two has to do with state law. Mr. Hildrum responded yes but pointed out that the Council does have a few State Representatives in regards to the others. He stated that they have not had a full measure and list in this city since 1990 and feels that it's fair to say that the biggest problem they have recognized as a board is how stale the data is. He noted that steps need to be taken to improve that and recommends over the next five years that a program is developed that would allow the Assessing Office to go through every property in the city to make sure they have the correct information.

Mayor Bouley asked if the city has the resources to do this. Mr. Hildrum responded that is where the Council comes in stating that Council asked for the board's recommendations and this is what they have brought forth.

Councilor Keach noted that it's not the responsibility of a business or property owner to self-report, it's the responsibility of the city to assess. Mr. Hildreth noted that he is talking about valuing real estate not businesses and the ability of real estate to generate an income stream stating that there is a clear distinction between the two. He explained that they don't want to know receipts from sales but what they would like to know is that if it was a property that is leased they would want to know that because if someone has a private appraiser come in, that would be the very information that they would need to come up with a reliable estimate of market value. Mr. Hildreth stated that they have the same charge and they have to assess in accordance with RSA 75:1 which states that they must appraise all property at its fair and true value and in order to do so they have to be able to have the correct information.

Councilor Keach noted that when times are good they are not going to report income and when times are bad they are going to share all that information as a business owner. Mr. Hildreth indicated that's the case sometimes and other times there are people who ask to see what the city comes up with and then lets the city know if they are going to give them the information. He stated that this is a prudent approach but where this creates problems is they get the information after the fact instead of having it before they go out with numbers; it increases the city's exposure and creates problems down the road in terms of trying to manage funds and the tax rate. Councilor Keach stated that the other issue that people have shared with him is that when they file abatements the city, by statute, is allowed to go back and not look at just the one property they're appealing but can look at everything. He indicated that there have been times when the city has gone back and said that the other four or five properties are undervalued. He stated that the perception is that the city is being

vindictive when doing this. Mr. Hildreth responded that they have no constitutional authority in the state being a town or a city and are driven by state law; the city has to abide by those laws. In doing so, he explained that if a taxpayer files an abatement the assessor is obligated to look at the value of the entire estate because then the assessor must determine whether or not, collectively in the whole, any alleged errors are injurious (the taxpayers are paying more than their common share of the burden).

Councilor Nyhan moved to accept the report. The motion was duly seconded and passed with no dissenting votes.

55. Main Street Complete Street Project Update. *(Not previously distributed)*

Action: Councilor Shurtleff moved to continue the meeting past 11:00 p.m. and to hold the Main Street Complete Streets Project update next Tuesday, February 18th during a recessed meeting. The motion was duly seconded and passed with no dissenting votes.

New Business

Councilor Nyhan stated that the Tax Exemption Policy Committee met this evening at 5:30 p.m. to discuss changes to the exemptions. He explained that the changes that the committee is recommending is to increase the dollar threshold so that nobody inadvertently loses their tax exemptions.

Councilor Nyhan moved to suspend the rules for this item that was not previously advertised and to place the tax exemption on the agenda for a March public hearing. The motion was duly seconded and passed with no dissenting votes.

Mayor Bouley indicated that the resolution and report will be brought forth to Council at the recessed meeting.

Unfinished Business

56. Resolution amending the official map so as to establish the mapped lines of a future street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue; together with report from the Assistant City Planner. (1-16) (2-33I; 2-42) (3-39) (4-37) (5-58) (6-53) (7-40) (8-65) (9-37) (10-36) (11-40) (12-37)(1-42) *(Action on this item tabled following a February 2013 public hearing)*

Action: This item remains on the table.

57. Ordinance amending the Code of Ordinances, Title III, Building and Housing Codes; Chapter 27, Housing Maintenance and Occupancy Code; Article 27-1, Housing Maintenance and Occupancy Code, Section 27-1-5, Amendments to the International Property Maintenance Code/2009; together with report from Code Administration. (8-14)(9-26C; 9-29) (10-37)

(11-41) (12-38) (1-43) *(Action on this item was tabled after a public hearing was held on September 9, 2013.)*

Action: This item remains on the table.

Comments, Requests by Mayor, City Councilors

Councilor Shurtleff informed Council that on February 12th at 6:30 p.m. at the Penacook Library the Friends of the Penacook Library will be honoring former Councilor Blanchard with a reception.

Councilor Champlin indicated that this upcoming Friday and Saturday is Intown Concord's Loving Downtown Stroll.

Councilor Herschlag indicated that last Friday Ward Two had a meeting at the Newell Post and thanked Dave and Deb Newell for opening the restaurant for them. He further thanked the people who came out to meet himself and State Representative Paul Henle and share their concerns.

Comments, Requests by the City Manager

Consideration of items pulled from the consent agenda for discussion

Items 23, 24, 25 and 35 have been pulled from the consent agenda for discussion.

23. Reports from the Traffic Operations Committee in response to a communication from the Deputy City Manager – Development asking that an examination of the performance of the Regional Drive/Chenell Drive intersection be made. (8-10) *(Pulled from consent by Mayor Bouley)*

Action: Mayor Bouley indicated that this request comes as a result of meeting with businesses located on Regional Drive who had concerns with this particular intersection and asked that a stop sign be placed here. He noted that the Traffic Operations Committee has suggested that this not be done. The Mayor asked the Council to consider moving this to a public hearing for next month as to whether there should be a stop sign here or not.

Councilor Shurtleff moved to hold a public hearing in March on this item. The motion was duly seconded and passed with no dissenting votes.

24. Council Quarterly Priorities Report. *(Pulled from consent by Councilor Herschlag)*

Action: Councilor Herschlag indicated that he was looking for guidance from staff inquiring whether he would be correct in understanding that even though Langley Parkway Phase III remains in the CIP that there will be no funds or staff time dedicated to the third phase. City Manager Aspell responded that to be correct in terms of funds but in terms of staff time that is incorrect because they need to bring to City Council the report from the last series of

public committee meetings. He added that the next time the Council has a discussion as part of the capital budget would be in sometime in 2016.

Councilor Herschlag moved acceptance of the report. The motion was duly seconded and passed with no dissenting votes.

25. Report from the Recreation and Parks Advisory Committee in response to a communication from Matt Elliott, President, Friends of White Park, requesting that the City of Concord investigate the removal of the bus lane within the parking lot at White Park when planning a potential new skate house. (1-7) *(Pulled from consent by Councilor Herschlag)*

Action: Councilor Herschlag moved to not accept this report until the third option has been reviewed.

Council asked for clarification in regards to the report.

City Manager Tom Aspell explained that the committee suggested that data be received to look at how much the busses use it and a decision can be made as part of whatever Council ends up doing to a skate house or not.

There was no second to Councilor Herschlag's motion.

Councilor Bouchard moved acceptance of the report. The motion was duly seconded.

Mayor Bouley noted that he sees this report as a status update to a constituent.

The motion to accept the report passed with one dissenting vote.

35. Report from the Transportation Policy Advisory Committee highlighting its accomplishments since its April 2008 inception. *(Pulled from consent by Councilor Todd)*

Action: Councilor Todd thanked the members of TPAC and the chair Dick Lemieux for his leadership, guidance and vision on this committee. He further thanked staff, Ed Roberge and Rob Mack, for their support. He encouraged everyone to read the report and stated that it will be available online for review. He pointed out that there are currently four vacancies on the committee if anyone is interested.

Councilor Todd moved acceptance of the report. The motion was duly seconded and passed with no dissenting votes.

Consideration of Suspense Items

Councilor St. Hilaire moved to suspend the rules to consider items not previously advertised. The motion was duly seconded and passed with no dissenting votes.

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2 Sus1 Report from the City Manager outlining 2014 – 2015 City Council Priorities.

Action: Councilor St. Hilaire moved acceptance of the report. The motion was duly seconded and passed with no dissenting votes.

2 Sus 2 **Referral to Community Development**

Communication from Pat Harbour, Borough Road resident, asking that the City of Concord determine if contractors working in the Sandwood development are meeting all city codes to ensure no additional damage will occur to her home and property.

Action: Councilor Nyhan moved to refer this communication to Community Development. The motion was duly seconded and passed with no dissenting votes.

2 Sus 3 **Referral to Code Administration, General Services, the Police Department and the Fire Department**

Street closure request from the Crisis Center of Central New Hampshire for a Walk a Mile in Her Shoes Event to be held on Wednesday, October 1, 2014.

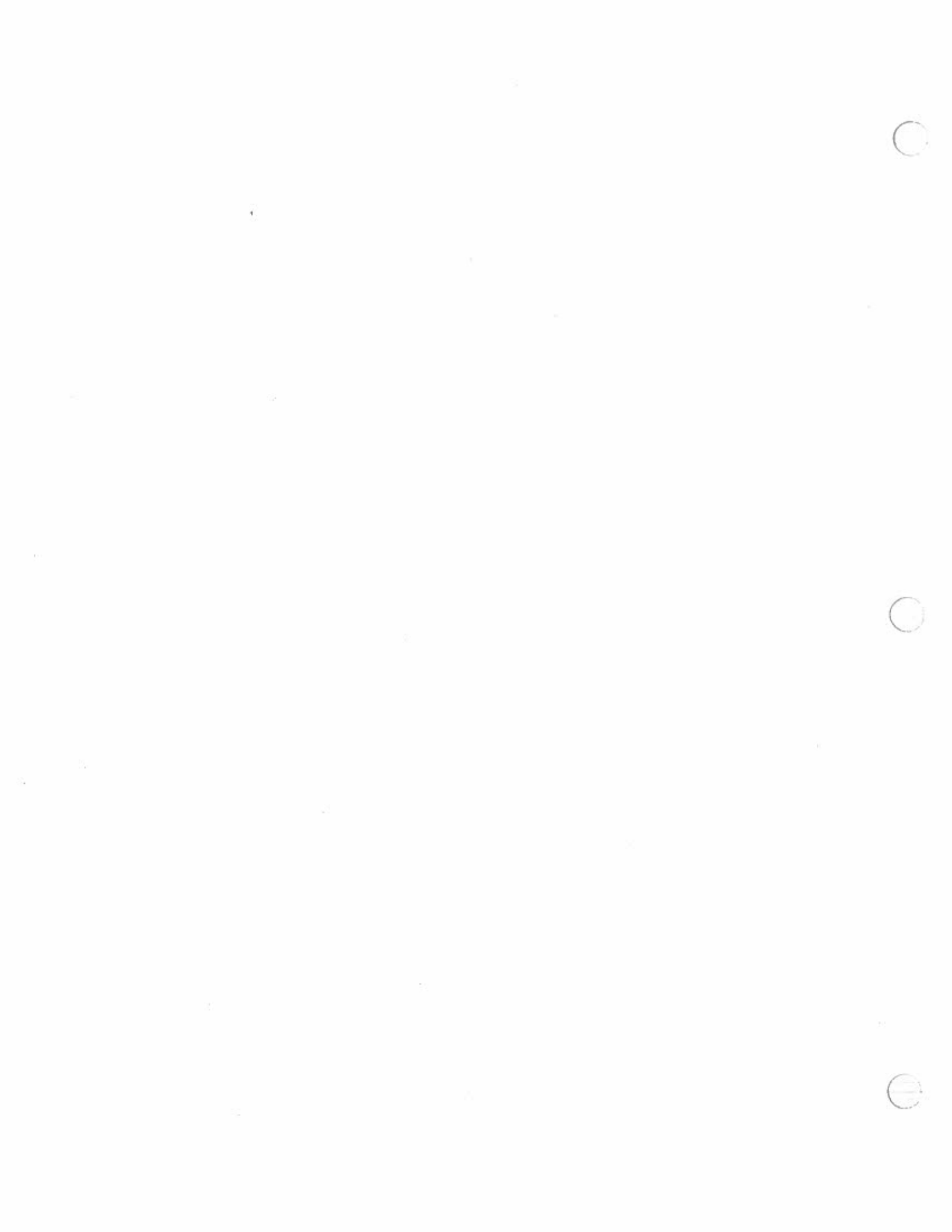
Action: Councilor St. Hilaire moved to refer this communication to Code Administration, General Services, the Police Department and the Fire Department. The motion was duly seconded and passed on a voice vote. Mayor Bouley took Rule Six and did not vote on this item.

Adjournment

The time being, 11:21 p.m., Councilor Nyhan moved to recess the meeting until next Tuesday, February 18th. The motion was duly seconded and passed with no dissenting votes.

A true copy; I attest:

*Michelle Mulholland
Deputy City Clerk*





City Council Recessed Meeting
Draft Minutes
Tuesday, February 18, 2014
City Council Chambers
7:00 p.m.

1. The Mayor called the meeting to order at 7:00 p.m.
2. Roll Call. Councilor Bouchard, Mayor Bouley, Councilors Champlin, Coen, Grady Sexton, Herschlag, Keach, Matson, McClure, Nyhan and Shurtleff were present. Councilor St. Hilaire was late. Councilors Bennett, Todd and Werner were excused.
3. Agenda overview by the Mayor.

Items previously set for a March 10, 2014 public hearing *(Not previously distributed)*

4. Resolution modifying the Elderly Exemption Criteria for the City of Concord pursuant to the provisions of RSA 72:27-a; together with report from the Director of Real Estate Assessments.

Action: Councilor Nyhan moved to set this item for a public hearing in March. The motion was duly seconded and passed with no dissenting votes.

5. Ordinance amending the Code of Ordinances, Title II, Traffic Code; Chapter 17, Vehicles and Traffic, Article 17-4, Operation of Motor Vehicles; Section 17-4-1, Stop Required Before Entering a Through Street; Schedule V, Stop Intersections; and Schedule Va, Four-Way Stop Intersections; Regional Drive at Chenell Drive; together with report from the Traffic Engineer. (2-23)

Action: Councilor Shurtleff moved to set this item for a public hearing in March. The motion was duly seconded and passed with no dissenting votes.

Reports

6. Main Street Complete Street Project Update. (2-55) *(Public comments received)*

Action: Mayor Bouley listed the names of individuals that submitted letters and emails to Council: Elyssa Paris, Sue McCoo, Pam Peterson, Amanda Perkins, Mike Cohen, Jerry and Donna Mark, Susan Phillips, Rosemary Heard, Rick Watrous, Gerry Carrier, Mike Herrman, Deb Samaha and David Dingman. He added that Council also received a survey.

Gene McCarthy, Consultant Team Project Manager-McFarland and Johnson, provided an overview of the bid history for the proposed project. He explained that they thought it made sense to look some of the key items that make up the bid to look at why some of the pricing was so much higher on the bids than what they had estimated in the engineers estimate. He pointed out that most of the items are very conventional items that are on every project done within the City of Concord or State of NH and that they have good information as to what these items typically cost in the highway construction field. He stated that, in most cases, the bids that the city is receiving are substantially higher than what they see day in and day out on bids for road construction. Mr. McCarthy stated that they have had discussions with the contractor and others to understand why and it came down to "risk" which is what they are seeing in the price and the reason that the city is only getting a single bid; they feel that they are assigning a great deal of risk in the way that the city has put this project together with some of the conditions and requirements. He stated that, moving forward, they are looking at a different approach so they can address the risk as much as anything else.

City Engineer Ed Roberge added that they also reached out to their federal highway partners immediately after receiving the second bid and were able to put together a detailed review of not only the plans but specifications prior to engaging in a conference call; in early February they conducted a conference call with members of the resource team out of D.C., Utah, Atlanta and Arizona, all members that come together to look at national projects such as this, to see whether there are any consistencies or issues that are found elsewhere. He pointed out that there are a few projects including a TIGER project out of Minnesota that is facing the same issues as the city; they bid it twice and it came in double the budget on both occasions. Mr. Roberge indicated that they are looking at what is the best approach to move forward and what options they have. He explained that through the conference call they were able to compare and look at different procurement options, one of which is a Construction Manager General Contractor (CMGC) approach to procurement which would allow them to reduce risk, improve cost control, foster innovation and optimize a potential construction schedule. He noted that the process is somewhat simple: solicit qualification statements from contractors; select a contractor based upon work history, bidding history, experience and price approach; sit down face to face with discussions; move forward to Council on a final contract. Mr. Roberge highlighted a proposed schedule, subject to federal highway approval, which includes: creating a new RFP for CMGC services in late February; a mandatory pre-proposal meeting in early March; proposals being due in late March; contractor selection in early April; work on scope, budget and schedule in mid-April; presentation to Council sometime in April; with the intention to begin construction in May 2014.

Mr. McCarthy indicated that night work became an issue for many of the contractors and that some were not willing to submit a night time bid because they had no interest in doing night work; reasons' being is that it's difficult to get sub-contractors who want to do night work and it's difficult to get supplies at night such as concrete.

Carlos Baia, Deputy City Manager-Development, clarified that they are not recommending that the project be entirely during the day and that there will be elements of the project that will have to be at night such as paving and water works.

Mr. McCarthy indicated that every contractor read into was that they felt that the work zones were very small and felt that the city was looking at them to do a block or two at a time but they wanted to open up larger pieces during construction. He stated that within both of the original solicitations there was a stipulation that 75 percent of the existing parking had to be maintained within the work zone and they wanted to have a little more flexibility so that they could open up more of the street so they are able to get in and get their work done. In regards to snow melt, Mr. McCarthy explained that the way they had included snow melt in both bids it was considered an option and the contractors had to put together a design build and present all being predicated on having Concord Steam supplying the energy. He stated that they are now looking at this in a completely different way if Concord Steam is not supplying the energy. Instead of it being a constant flow, static kind of a system, it becomes more of an on demand system making it a different design and approach all together. Mr. McCarthy indicated that they have looked at multiple ways of generating the energy to run such a system and have landed on natural gas because it can provide the energy in the simplest most direct fashion. He explained that they came up with two different options: option A—sidewalk only from Centre Street to Hills Avenue; option B—sidewalk only from Centre Street to Perley/Storrs Street. He gave a breakdown of the costs for both options explaining that the estimate for “under the sidewalk” is more expensive for an on demand system because you would have to include insulation, more mechanical pieces, sensors, and it is broken into different zones so that it’s the most efficient system. The breakdown for estimated costs: option A totals approximately over \$2.5 million for capital costs (\$1.5 million for under sidewalks and over \$1.0 million for power plant) with operating costs of approximately \$90k to \$150k per year for gas only; option B totals approximately over \$3.9 million for capital costs (\$2.4 million for under sidewalks and over \$1.5 million for power plant) with operating costs of approximately \$145k to \$240k per year for gas only. He stated that there are additional costs over and above these estimates to maintain this system overall such as the cost for electricity and mechanical systems maintenance. (Full power point presentation copy on file at the City Clerk’s Office)

In reference to the snow melt system, Councilor St. Hilaire indicated that there is a community that used electrical elements instead of rubber tubing and inquired whether this had been considered. Mr. McCarthy responded that there was a vendor that had approached them a few times that has a system similar to this. He added that anyone can come to the table with this kind of a system.

Councilor Nyhan asked if there was an explanation as to why the bid cost went up \$300,000 in bid two as compared to bid one. Mr. McCarthy responded that the same people took a different look at the project and added significantly more costs to some of the items with an explanation that it was a lot about risk.

Councilor Coen stated that his biggest surprise was the term “risk” used on this proposed project explaining that he doesn’t think this project is totally unique and is not something that has never been done elsewhere. He indicated that the firm representing the city is looking at costs and giving advice; it appears that the firm was very shocked to hear about the risk factor. He stated that he can’t understand how the firm wouldn’t understand this from the

very beginning. He asked if a construction management type of project is being proposed. Mr. Roberge responded that it's a construction management general contract type of project delivery. Councilor Coen asked if the CMGC works for the city. Mr. Roberge indicated that to be correct. Councilor Coen questioned how many companies have approached them about the snow melt system and have given alternatives. Mr. McCarthy responded that there are three vendors who have been very active and have shown up to the pre-bid meetings asking questions and clarifications. He added that these vendors have laid out designs for the snow melt and presented them to contractors for consideration. In terms of "risk", Mr. McCarthy stated that it's hard for them to understand how a contractor is going to look at a job like this and in many cases, what they have heard from them, was a bit of a surprise because they didn't feel that this was something that was over and above what they would have normally done on a project such as this.

Councilor Shurtleff noted that it was mentioned that the CMGC lowers the risk to the contractor inquiring whether it would increase the risk to the city. Mr. Roberge replied that it shares that risk noting that part of that risk may be the schedule. Councilor Shurtleff questioned whether the Council was overly optimistic in the design that was put out to bid. Mr. Roberge responded that they have only one bidding team and haven't seen competition yet so that is what's puzzling them. He indicated that they need competition on this before they can say this isn't priced correctly.

Councilor Keach stated that he's becoming increasingly skeptical of the firm McFarland & Johnson in regards to their advice. He noted that he's not prepared to sit through for a third surprise and really wants to know what concrete steps will be taken to change this so that the city attracts more contractors and really creates a competitive environment for this project to go forth. Mr. McCarthy replied that this is one reason they are suggesting a CMGC and more flexibility giving the contractors more access to a work zone. Councilor Keach asked if daytime construction would change the project significantly. Mr. McCarthy replied that he feels that they'll get a lot more competition because there were several contractors that had no interest in doing this at night.

Councilor Champlin echoed Councilor Keach's concerns in regards to this being a surprise. He asked how broadly they casted the net for the bids noting that the bids received came in locally. Mr. McCarthy responded that it went beyond locally pointing out that firms from Massachusetts came to the pre-bid meetings. Councilor Champlin indicated that the thought of daytime construction is extremely troubling to the downtown merchants and questioned whether there is a possibility that some of the construction could be done at night. Mr. McCarthy responded that that opportunity still exists noting that some of the contractors may want to do both.

Councilor McClure asked why a CMGC wasn't proposed originally. Mr. McCarthy responded that they looked at this as an appealing project and felt that they would get a lot of interest in doing this project. Councilor McClure noted that it had been mentioned that Mr. McCarthy's firm has done a number of snow melt systems and inquired as to where those are located and how successful they have been. Mr. McCarthy noted that they are a little bit

different than Main Street; one is at an apron at a local airport done with a geothermal system and a heliport in Massachusetts done using steam. In regards to the snow melt system, Councilor McClure noted that it was indicated that it was going to add quite a bit of time, under options two and three, to the project and inquired whether there is an estimate as to how much time it will add. Mr. McCarthy replied that they haven't looked at how much time it would take to install the elements. He noted that it would still allow downtown to function but it just means that before they can pour the final concrete surface there is a lot more that they need to do underneath.

Councilor Herschlag pointed out that a large majority of people who have taken the time to comment don't feel the project should move forward without the snow melt system. He stated that the snow melt options appears to be a very expensive option and very expensive to maintain. He asked if they had looked at an alternative where the city would be the utility of choice for the downtown buildings and the waste product from that plant would heat the sidewalks. Mr. McCarthy responded that they have not been asked to look at something like this. Councilor Herschlag inquired whether this is something that would make sense to look at before the city makes a commitment to move forward; to compare costs and to see if it's a viable option. Mr. Roberge replied that he is not prepared to answer that question this evening because it's such a broad scope that creates a much larger consideration for this project. Councilor Herschlag asked who was going to be involved in this new bidding approach inquiring whether the consultants will be involved in the process. He noted his concern that the community and the previous Council voted on components of this project that the stakeholders, the Complete Streets Committee, and staff all recommended and what Council is being asked to do this evening is to allow staff, the consultant and the contractor to determine what components of this project should or shouldn't remain. He stated that he is not comfortable with this without hearing from the public and what is important to them. He asked if there was going to be the opportunity for the public to comment.

Mayor Bouley stated that he disagrees with the premise that they are saying what should or shouldn't be there. He noted that the Council could decide this evening that it's over or, from what he read in the memo, Council can give Administration the ability to go forth with this process to have a discussion with the contractors and then come back to Council to inform them of what they were able to come up with for a reasonable budget. He noted that Council would look at it, put it out for a public hearing, and after testimony and full debate the Council would decide whether this is something they want to move forward with or not. He added that there would also be another public hearing and discussion for the funding of the proposed project.

Councilor Herschlag stated his concern with consultants and staff talking to contractors without guidance from the Council. He feels that it makes more sense to understand what's important to the community before the negotiations start.

Mayor Bouley noted his disagreement indicating that Council has received a significant amount of input through letters and discussions with constituents. He indicated that it's going to be a good discussion and that they don't know what the price is so the question is

whether they want to give staff and the consultants the flexibility to find that out. He noted that if Council chooses not to then they are done and can move on. He stated that he's personally not comfortable with not having heated sidewalks and if they are not able to get them he is skeptical as to whether or not he wants to move on with the project. He noted that he feels that this is one of the key components to this project.

Councilor Coen noted that there is a cost difference for doing day work versus night work and the other two components that they are talking about that adds the cost and the risk is the parking issue at the 75 percent and the scope of the work zone. He questioned whether there is any idea as to what type of monies they are talking about in regards to these. He stated that one thing that he didn't hear is that the project itself, the materials and the design of the project, wouldn't be looked at but if they are costly then he feels strongly that they have to look at it. Mr. McCarthy stated that the intent, as they move forward, is that the fundamental aspects of the project would not alter and that the first bid that they get from this contractor would be to build exactly what they have designed and laid out.

Councilor Champlin noted that he feels that the heated sidewalks are a critical component of this project. He inquired as to why it is that the current situation with Concord Steam couldn't support heated sidewalks. He further questioned as to the disadvantages of geo thermal or other innovative techniques. Carlos Baia, Deputy City Manager-Development, stated that the last conversations that he had with representatives from Concord Steam were in January and at the time the parties representing the company indicated to him that the south end plant was no longer going to be a reality. He noted that the company was looking at a backup plan that was somewhere between a \$40 to \$50 million project that would involve renovating their existing facility and still producing a modicum of electricity; the representatives told him that there was a one in four chance of this happening. Mr. Baia explained that the representatives indicated that there was a third option which would be a basic renovation of the existing plant and that this option would not have a connection to Main Street. Mr. McCarthy added that they did look at geo thermal and the biggest issue that they found is that it requires a significant amount of wells and tens of thousandths of feet of drilling. He added that the news from Concord Steam is very recent and it hasn't been part of the scope to look at anything beyond. Mr. McCarthy noted that when they looked at geo thermal it would be higher in terms of capital costs and they would have to do a study. He stated that it would be less to operate but trying to find a location to drill is difficult and could require hundreds of wells in order to produce the energy necessary for this snow melt system.

Councilor Nyhan inquired as to the estimated electrical and maintenance costs for the gas fired snow melt system. Mr. McCarthy responded that they haven't had enough time to put these costs together.

Councilor Herschlag indicated that it is his understanding that there are some forms of pre-fab pieces for the heated sidewalks. He inquired whether this has been looked into. Mr. McCarthy responded that there is a firm in New Hampshire that has a system similar to this but to date they haven't had a chance to look at them because the whole idea of no Concord

Steam is fairly recent. Councilor Herschlag inquired whether anyone has talked to any other communities, such as ones in Michigan, that have done what Concord is looking to do. Mr. Roberge responded that he has communicated with representatives from Holland, Michigan. He noted that it's supported by hot waste energy from a manufacturing plant close to their Main Street and added that they are successful in using tubing elements as opposed to the plate elements.

Councilor Matson noted that it was mentioned that another cost is maintenance and, with this being another type of a system with a lot more mechanical elements, inquired whether there was any more information about longevity for the system or costs of maintenance. Mr. McCarthy responded that they haven't been able to look at it in that much detail; the answer is that there is more because there are valves, sensors and a control center. Mr. Baia suggested that the Council give staff direction. He stated that if they are told to look at a gas fired system they would start doing that research and direct the consultant to get those numbers because at this point they have been operating on the premise of the Concord Steam connection.

Councilor St. Hilaire referenced comments made blaming McFarland and Johnson for not foreseeing the high prices received in the two bids. He stated that this was semi unfair because no one could predict paying three times the price to lay a piece of curbing. He wants to make sure that they get back to the vendors and get them down to a reasonable price.

Councilor Herschlag reminded staff and the consultants that, in the grant application, 20 percent of the cost that the city is paying is from the private sector. He reiterated that he feels that, before Council gives guidance this evening, it's important to hear from the downtown community. He referenced the Downtown Complete Streets Project Advisory Committee report noting that many recommendations from the committee have not been addressed yet.

Councilor Keach noted that Councilor St. Hilaire's point is well taken but indicated that he doesn't want to do this a third time.

Councilor Shurtleff asked if staff had figures of what is paid per year for sidewalk snow removal in downtown. Mr. Baia responded that the amount is approximately \$82,000 per year. He clarified that even with heated sidewalks there would still be a modicum of snow removal that would need to be done.

Referencing the committee report, City Manager Tom Aspell indicated that it notes that the committee unanimously recommends, in conjunction with the Community Development Finance Authority grant received of approximately \$500,000, that a special assessment district include all the downtown area taxes and properties to raise 20 percent of the private funds necessary. He stated that there has been public input in regards to this project.

Councilor Herschlag stated that his point wasn't that there wasn't public comment; it's that they are looking to change this project significantly and he feels that before they do this that people have the opportunity to tell the Council what they think.

Mayor Bouley indicated that in one of the letters received it states "three years of daytime construction will be a disaster" and asked staff if the project will be a three year construction period. Mr. Roberge responded that they do not anticipate a three year construction period. He noted that he had indicated that it would be 60 weeks which would place the construction in two seasons. Mayor Bouley recalled that if they started in May it would go through to November and begin again in April to be completed by June. Mr. Roberge indicated that is what they are anticipating.

Councilor Nyhan moved to reject the sole bid received on the project. The motion was duly seconded and passed with no dissenting votes.

Councilor St. Hilaire moved to recommend that staff look at design builds for a gas system and an electric system if it's not including a plant. He asked that staff bring back their findings and pricing to the Council. The motion was duly seconded.

Councilor Coen indicated that he would feel more comfortable if this was broadened to any systems.

Councilor St. Hilaire amended his motion to broaden it to include any systems. This amendment was seconded.

For clarification, City Manager Aspell indicated that they would be looking at the system sitting down through the construction manager process; if there is a system they can come up with but nobody wants to build, they will dismiss that system.

Councilor Keach noted that he has spoken to people in the energy business that are skeptical of the \$1 million price tag for the power plant and asked staff to look into this for cost savings.

Councilor Herschlag asked if they are only looking at a stand-alone system as opposed to a combination system that may also offer heating for the buildings downtown. Mr. Aspell replied that he has no thoughts about the city being involved in heating any buildings downtown. Councilor Herschlag inquired as to who is going to pay for the operating costs of the snow melt system. Mr. Aspell responded that that's a City Council policy discussion.

Councilor McClure indicated that she has concerns about spending the amount of money that's estimated for a stand-alone system. She noted that she would like to see some caution given when looking at these different systems; that they are looking at something that is cheaper than what's been estimated. Mr. Aspell responded that the only way to approach this is to place a dollar limit on it.

Councilor Nyhan noted his concerns about the cost but indicated that he is very interested in exploring what the alternatives may be.

Councilor St. Hilaire suggested looking at what the numbers are first before deciding what they are going to cap or cut.

Councilor Herschlag noted his concerns with making a decision in regards to deadlines of the project.

Mayor Bouley noted that the way he understands the motion is for staff to come back after looking at all the systems so that they can feel comfortable as to whether this is the right thing to do for the cost. He stated that it's important that staff comes back with some options so that the members of the public can hear what those are and have something to respond to. He indicated that they are not going to move one way or another until they hear from the public.

City Manager Aspell indicated that he envisions staff sitting down and talking to the contractors. The contractors are going to come up with, as part of their package, their system for doing the snow melt system. He stated that they are not going to ask contractors to come up with two or three different methodologies in doing this; these are going to be packages that come in.

Mr. Baia noted that the idea is to come back with that package but as part of that conference and negotiation period, they would be looking at the different alternatives that contractors would be looking at.

Mr. Aspell clarified that they will be bringing back one system so Council wouldn't be choosing between three systems.

Councilor Nyhan noted that in order to encourage as many open competitive bids as possible he hopes that staff communicates to the would be contractors that having a gas fired or other alternative fuel sourced heating system isn't a mandatory requisite part of this project. He stated that they want competitive bids on every other phase of this project and doesn't want to exclude someone because they think the city has to have this in the bid.

Councilor St. Hilaire's motion passed with no dissenting votes.

Mayor Bouley pointed out that there are other issues that Administration has asked for: flexibility in day work; expansion of work area; and parking within the work zones. Councilor Bouchard moved approval to give the flexibility. The motion was duly seconded.

Councilor Nyhan noted that, in addition to those items just mentioned, he encourages staff when speaking to would be contractors to explore every other aspect of this project that has a significant dollar value associated with it. He stated feels that there are plenty of alternative cost savings in this project that can be discussed when sitting down with contractors.

Mayor Bouley indicated that he heard Mr. McCarthy say that they were going in with the attitude that they wanted to stay as close to the original design as possible given that they can get a price which is much more consistent to where it is thought they should be.

Councilor Nyhan indicated that he would supplement what he said only by the fact that, during the course of discussion, if not probable then vendors may make suggestions and there may be opportunities for discussion that could be brought to the Council's attention in which they may want to engage.

Councilor Keach wanted to reassure the public that until they actually appropriate the dollars, this project doesn't move forward. He noted that this evening's vote doesn't mean it's going forward but it allows the city and staff additional flexibility to hopefully come back with a more reasonable number.

Councilor Coen noted his agreement with Councilor Nyhan with the contractors having the opportunity to make suggestions for reducing the costs but still keep the quality of the project.

Councilor Herschlag noted his agreement with Councilors Nyhan and Coen.

Councilor Champlin hoped that staff and the consultants, when negotiating with prospective contractors, also keep in mind ways to address the downtown merchants concerns over parking and disruption of day time construction.

Mr. Baia stated that they would do everything possible, within the perimeters, to keep the downtown going.

Councilor St. Hilaire is hearing Councilors asking for flexibility to cut things out of the project but he is still not willing to concede that's what should be done to get the project done. He noted his concerns with paying two to three times more for some items; he feels that they are not sending the right message to any potential contractor to say that this Council is willing to start cutting stuff out and pay three times as much for everything that others don't pay for.

Councilor Champlin noted that if they heard one thing during the process to come to this point it was that in order for it to be worthwhile this project needed to have a "wow" factor. He stated that if they dilute this too much then they are not making any progress at all.

Councilor Herschlag noted that if day work, expansion of the work area, loss of parking without replacement parking is something that they are going to give contractors the option to look at in order to make this more affordable then he can't support this. He stated that he feels this would be disruptive and would have a negative impact on downtown businesses.

Mayor Bouley noted his support of the motion stating that he is not personally excited about some of these but, at this point in time, doesn't see the harm in giving the flexibility to have

the discussion. He hopes staff is successful in coming back with something that's much like what they have today but coming in at a more reasonable cost.

Councilor Bouchard's motion passed with one dissenting vote.

In terms of the snow melt system, Mayor Bouley indicated that there were two options presented with one going to Hills Avenue and one going to Perley Street. He asked if staff would consider something to Concord Street when looking at the options.

Mayor Bouley clarified that it will be a very public process with public testimony and full Council discussion and a Council decision whether or not to move forward with the project.

New Business

Comments, Requests by Mayor, City Councilors

Councilor Coen asked the City Manager to explain the process of plowing the streets. City Manager Aspell noted that crews are out plowing this evening. He indicated that they are now facing the problem with streets becoming too tight between the snow banks and cars parked on the side of the streets. He stated that they have posted those "no parking at any time" and will be towing cars if they are parked on those streets. As of February 8th, the city is approximately 95 percent spent on the snow budget. He listed off all the streets that are posted as no parking due to a snow emergency.

Mayor Bouley thanked downtown and all the merchants that shovel in front of their stores.

Comments, Requests by the City Manager

Adjournment

The time being, 8:52 p.m., Councilor Keach moved to adjourn the meeting. The motion was duly seconded and passed with no dissenting votes.

A true copy; I attest:

*Michelle Mulholland
Deputy City Clerk*



Concord's Plan to End Homelessness
Concord Steering Committee to End Homelessness
March 2014

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I. INTRODUCTION

On April 9, 2012, the Concord City Council unanimously adopted a resolution supporting and endorsing the creation of a "Ten Year Plan" to end homelessness in the City of Concord, NH. (A copy of the Resolution is attached as Appendix A.)

Mayor Jim Bouley created the Concord Steering Committee to End Homelessness in January of 2013 and charged it with developing a recommended plan for submission to the City Council that would guide the community in its efforts to address and, if possible, eliminate homelessness in Concord.

In appointing the Concord Steering Committee to End Homelessness, the Mayor attempted to include representation from across a broad range of interests and communities, all of whom are impacted by homelessness in Concord. Thus, in addition to representation from the homeless service providers, the Steering Committee included representation from Concord's public safety system (police and fire); the public and private housing development sectors; the business, banking and legal communities; mental health service providers; funders of the non-profit sector; and the state agency for homeless services. The City Council was provided a list of the Steering Committee members in January 2013.

The members of the Concord Steering Committee to End Homelessness were:

Jim Bouley, Mayor, City of Concord
Patrick Tufts, President & CEO, Granite United Way, Co-Chair
David Frydman, Esq, HealthTrust Inc, Co-Chair
Dan Andrus, Fire Chief, City of Concord
Bill Davis, Truncellito & Davis Insurance & Financial Services, LLC

John Duval, Police Chief, City of Concord
Peter J. Evers, President/Chief Executive Officer, Riverbend Community
Mental Health Inc
John Hoyt, Executive Director, Concord Housing Authority
Jerry Kingwill, President, Cobb Hill Construction
Cathy Kuhn, Director of Research and Training, Families in Transition/NH
Coalition to End Homelessness
Ralph Littlefield, Executive Director, Belknap Merrimack County CAP
Jerry Madden, Executive Director, Friends Program
Paul Rizzi, President & CEO, Merrimack County Savings Bank
Maureen Ryan, Administrator, DHHS-Bureau of Homeless and Housing
Services
Nicole Schultz-Price, Attorney, Sulloway & Hollis
Tim Slink, President, Concord Chamber of Commerce

Major Jerry Stinson, Salvation Army

Shannon Swett Bresaw, Director of Public Health Services & Prevention,
Granite United Way

Jackie Whatmough, Human Services Director, City of Concord

Committee Staff:

Maggie Fogarty, Associate Director of the NH Program, American Friends
Service Committee

Val Guy, Community Impact/Community Building, Granite United Way

Susan Howland, Director of Homeless Services, Granite United Way

Consultants:

Amy Lockwood, Principal, Full Circle Consulting

NH Listens, The Carsey Institute, University of NH

Ray Peterson, North Chelmsford, MA

Funding to support the work of the Concord Steering Committee to End Homelessness was generously provided by the Granite United Way, the New Hampshire Charitable Foundation, the Rotary Club of Concord and the American Friends Service Committee.

The Steering Committee to End Homelessness met between March 2013 and January 2014. It gathered data regarding the scope and impact of homelessness in Concord. It also studied approaches implemented in other cities to respond to homelessness. All meetings were posted on the City website and open to the public.

In order to obtain input from across Concord, the Committee conducted numerous listening sessions with people representing many organizations from the private, public and non-profit sectors. Such sessions were held with members of the Chamber of Commerce, InTown Concord, the Concord Coalition to End Homelessness' Homeless Service Providers Network, the Greater Concord Interfaith Council, and individuals who are homeless and recently homeless. The Committee also conducted a survey to gain additional community input. (A summary of the survey is located in Appendix D).

After issuing a draft plan, the Committee conducted a public hearing on December 10, 2013 in the City Council Chambers. The Committee also accepted written public comments through December 31, 2013.

2. THEMES

Several themes emerged from the planning process.

1. The impact of homelessness in Concord has increased dramatically over the last decade. The negative consequences of homelessness in Concord have affected both individuals who are homeless and those who are not. Most Concord citizens have personally felt the effects of homelessness in the city as the systems designed to address homelessness in Concord have not kept pace with the need over the years. As a result, the impact of homelessness ripples through almost every facet of the Concord community, including as follows:
 - a. Increases in homeless camps dispersed across the entire city;
 - b. Increased deaths of homeless individuals;
 - c. Reports by shopkeepers of negative impacts to their business due to the loitering and behavior attributed to homeless individuals;
 - d. Reports by individuals of feeling unsafe in public places, individuals who are homeless themselves and those who are not;
 - e. Significant costs to the emergency service system (police/fire/emergency medical) to respond to incidents involving homeless individuals, including homeless people as victims of violence;
 - f. Increased costs to the health care system, particularly Concord Hospital, as a result of the use of emergency room care by homeless people instead of preventative care;
 - g. Increase in the number of homeless children in Concord and increases in the number of homeless children in the Concord school system;
 - h. Significant increase in Concord of panhandling which negatively impacts the sense of well-being for many Concord residents and is often attributed to homeless individuals;
 - i. Concord Library becoming a de-facto day center for homeless individuals;
 - j. Increased burden on certain churches that a decade ago created short-term emergency winter shelters, coupled with the desire of many other local religious communities wanting to find effective ways to respond to homelessness across the city.
2. Concord needs to expand its Homeless Resource Center where homeless individuals can gather during the day and at which they can access all the various supports and services available to assist them. The expanded center needs to be managed as a collaboration of the homeless service providers and designed to provide those who are homeless and the homeless service providers alike the following opportunities:
 - a. A central location to gather and access all homeless services available in the city;

- b. A safe place during cold weather with resources of Internet, trainings, public restrooms, mailboxes, showers, laundry facilities, case management, one stop shopping for services and supports;
 - c. A place for the faith communities in Concord to distribute needed goods to homeless people and offer volunteer opportunities;
 - d. A place where those who are recently homeless can access rapid rehousing assistance, where those at risk of homelessness can access prevention services, and where longer term and chronically homeless people can access longer term services and learn about shelter/housing first opportunities.
- 3. The need to create additional permanent and affordable housing, Housing First units, and/or shelter opportunities for individuals who are homeless. Housing and shelter options need to be available to those who are free of substance abuse as well as to chronically homeless people who may be struggling with substance abuse as well as mental illness.
- 4. A continuum of services needs to be in place to combat homelessness, from temporary crisis relief/rapid rehousing to long term solutions, and include programs that prevent homelessness in the first place. Appropriate case management should exist to help make the response system work effectively. These services need to be integrated, efficient and easily accessible. Greater collaboration among local service providers is needed for more effective service delivery to homeless people in Concord. The use of an integrated resource center to provide services, as well as the governance of that center by a coalition of the service providers will lead to more integrated approach to utilizing available resources and services.
- 5. There is a need to obtain and disseminate more information about homelessness in Concord, including the services available to assist people in need, costs to the community, and future needs of those who are homeless and those in jeopardy of becoming homeless. This information should be made known to the public.
- 6. There is a need to increase the number of housing units in Concord that are affordable for very low income individuals and families as well as for those who are chronically homeless. In order to maintain the current balance of ownership versus rental housing stock in Concord, the City may want to consider linking the growth of these two distinct types of housing which serve different markets.
- 7. There is a need to address the situation impacting Downtown Concord brought about by the interaction of some disorderly individuals (perceived to be homeless) with people engaged in the everyday life and commerce. Public Safety Officers should assist homeless individuals to access the expanded Resource Center and its services rather than loitering downtown or in the library.

8. A high-level visible committee must be in place to lead the community in efforts to effectively respond to the growing impacts of homelessness on Concord.
9. The continued commitment from the City and other partners, with increased efforts to secure additional federal and private funding, is needed to effectively address homelessness. Potential sources for such additional funding include Community Development Block Grant (CDBG), the US Department of Housing and Urban Development (HUD), the Community Development Finance Authority (CDFA), NH Housing Finance Authority (NHHFA), Granite United Way and private charitable foundations. Concord serves as the regional hub for services and assistance to those in need. Individuals and families facing homelessness from the surrounding communities migrate to Concord to obtain needed services. Thus, it will be important to engage the surrounding communities, both through individual and municipal contributions and involvement, to contribute to the success of the Plan to End Homelessness.

Being homeless is confusing, exhausting and frightening. Homelessness is a complex problem with no single solution. Persons who are in this predicament often have multiple challenges which contribute to their homelessness. The Committee identified several subgroups of homeless people requiring particular attention: unsheltered persons, chronically homeless people, homeless families, and groups of individuals causing disruptions. The committee was also urged to address unmet needs of runaway youth and homeless veterans.

The U.S. Department of Housing and Urban Development (HUD) defines a person to be "homeless" if they are 1) staying in an emergency shelter or transitional housing, or 2) living in a place not meant for human habitation such as on the street, in a camp, in a car, or in an abandoned building. HUD defines someone who is "chronically homeless" as either, (1) an unaccompanied homeless individual with a disabling condition who has been continuously homeless for a year or more, or (2) an unaccompanied individual with a disabling condition who has had at least four episodes of homelessness in the past three years. The U.S. Department of Education's definition includes children and youths "who are sharing the housing of other persons due to loss of housing, economic hardship, or similar reason."

According to the New Hampshire's Bureau of Homeless and Housing Services' 2013 data, chronically homeless people comprise 18% of all homeless persons in the state, but consume 50% of available homeless resources (*The Governor's Interagency Council on Ending Homelessness*).

There is good news that throughout the preparation of this plan, people have expressed a willingness to help address homelessness. How the people of the city plan, coordinate, allocate resources, communicate, and advocate will be vital for an effective response.

3. CONCORD'S STRATEGY

The Steering Committee to End Homelessness has met with many stakeholders concerned about homelessness. Many ideas and concerns have been expressed, and numerous suggestions have been made. Service delivery models have been put forward for consideration. What remains now is to select how best to move forward, focusing on addressing the risk factors and types of issues faced by homeless people.

A continuum of services should be in place to deal with both short-term and long-term needs, and to intervene to prevent homelessness from occurring. Prevention (such as food pantries and rental assistance), rapid rehousing, short term services (such as emergency shelter and case management), and long term solutions (such as permanent affordable housing with supportive services) are important for a systematic response.

It is necessary to collect and analyze data in order to track the local situation and measure progress in ending homelessness. Proper case management and targeted outreach must exist to connect with homeless individuals and families with local health and human service agencies, wherever homeless people are located--downtown, on highway ramps, by the river and at make-shift camps.

More advocacy will be needed to end homelessness in Concord. A broad array of groups and stakeholders will need to continue to be fully engaged to accomplish the goals expressed in the plan. It is important to continue to increase membership in the Concord Coalition to End Homelessness to represent this broad spectrum of groups.

It is imperative that Concord respond to the growing challenges of homelessness with both immediate and longer term strategies to address the issue.

4. WHY ARE PEOPLE HOMELESS IN CONCORD?

There are many reasons why people become homeless. Risk factors include:

- Lack of housing affordable to low-wage earning households;
- Being unemployed with limited job prospects;
- Not completing high school;
- Having spent time in correctional facilities (Concord is in a special position among New Hampshire towns because it has a county jail, state prison, and soon, a women's prison);
- Having healthcare, addiction and mental health issues, and lack of access to appropriate medical care and treatment;
- Having undergone a home foreclosure;
- Not receiving public benefits (such as unemployment assistance, childcare, and food stamps) for which they are eligible;

Insufficient funding for state and federal poverty relief programs such that low-income households cannot achieve or maintain economic security in a high cost state.

For homeless people and for those threatened by homelessness, wages earned are not keeping pace with the cost of housing. Data from the New Hampshire Housing Finance Authority found that the median rent for apartments in Concord during 2013 was \$873 for a one bedroom apartment, \$1,068 for a two bedroom apartment, and \$1,257 for a three bedroom apartment. NH Housing Finance Authority also surveyed 2013 vacancy rates in the city and determined that 2.9% for all housing units were vacant and only 1.4% of two bedroom apartments were vacant.

The National Low Income Housing Coalition has calculated that to live in a two bedroom apartment with utilities in Merrimack County, and without paying more than 30% of income on housing, a person would have to make \$19.69 per hour. At the area's mean wage rate of \$10.91 an hour, it would take 1.8 people working full-time to make such an apartment affordable. At the minimum wage in New Hampshire of \$7.25 per hour, it would require 2.7 persons working full-time to make a two bedroom apartment affordable. Over the last ten years rental prices have increased more than 24% statewide and utility costs have jumped 57% (NH Bureau of Homeless and Housing Services).

5. PORTRAIT OF HOMELESSNESS IN CONCORD

At the present time there is limited data about those who are homeless in the Concord area. What is needed is a definitive full count of homeless people, routinely taken, across all providers of shelter and related services, and which avoids a duplicated tally. A one day Point-In-Time count (PIT) is conducted annually to attempt to identify persons in homeless situations. The 2013 PIT was conducted on January 23rd and at that time 263 individuals were documented to be homeless in Merrimack County. The approximately 30 people who inhabited the make-shift camps during 2013 are factored into the homeless count. It is very difficult to locate other homeless people because they may not be connected with a local agency or not be known by public safety officials.

In addition, statistics are maintained on the number of individuals and families who are served by local service providers. Based on services reimbursed by the NH Bureau of Homelessness and Housing Services, 508 homeless individuals were sheltered in Concord facilities during fiscal year 2012-2013, comprising 11% of those sheltered statewide.

During fiscal year 2012-2013, 468 individuals were housed in the city's three emergency shelters. The shelters include the Concord Cold Weather Shelters at First and South Congregational Churches (149 persons sheltered), the Friends Emergency Housing Program (122) and the Salvation Army-Concord's McKenna House (197). Taken together this comprised 22,413 nights of shelter for the year (NH Bureau of Homeless and Housing Services).

Existing beds for homeless people in Concord consist of 52 year-round emergency shelter beds, 62 winter season emergency beds, 24 transitional housing beds, and 66 permanent supportive housing beds.

In the discussions with the providers of homeless services they report:

- Longer shelter stays (6-9 months) with shelters frequently at capacity;
- Some homeless people coming to Concord for services;
- Increase in need, but resources are few. There has been a reduction of federal benefits and considerable strain on the local welfare department.
- The numbers coming to the Friendly Kitchen have been steadily increasing;
- Decreased public use of library due to usage as an informal hang out place for homeless people;
- Greater use of emergency services to meet health care needs;
- More substance abuse and mental illness;
- More violence, particularly between those who are homeless;
- Encampments became more crowded, with more tension, stress, fighting, and more police interventions;
- More "first time" homeless;
- More young adult homelessness;
- Unmet needs of runaway youth;
- Unmet needs of homeless veterans;
- People being discharged from hospitals and prisons/jail into homelessness.

Concord's Point-In-Time Counts 2011-2013

Year	Sheltered Individuals	Sheltered Individuals in Families	Unsheltered Individuals	Unsheltered Individuals in Families	Doubled up Individuals in the Community	Doubled up Individuals in Families	Total Homeless Individuals: Sheltered & Unsheltered
2013	86	84 (26 families)	61	18 (6 families)	2	12 (4 families)	263
2012	117	107 (35 families)	48	9 (2 families)	16	3 (1 family)	300
2011	94	53 (17 families)	61	2 (1 family)	18	17 (4 families)	245

Source: NH Bureau of Homeless and Housing Services. 2013 one-day counts taken on January 23, 2013; January 25, 2012; January 26, 2011

**Homeless Individuals Sheltered in Concord
State Funded Programs, Fiscal Years 2011-2013**

Year	Sheltered Individuals	Sheltered Individuals in Families	Transitional Housing (Individuals)	Total Concord Individuals in Shelters & Transitional Housing	Statewide Total Individuals
2013	346	122	40	508	4,732
2012	360	103	43	506	4,825
2011	283	126	42	451	4,942

Reporting Programs: Concord Cold Weather Shelters, the Salvation Army's McKenna House, and Friends Emergency Housing. Source: NH Bureau of Homeless and Housing Services

6. COSTS TO THE COMMUNITY

In examining costs to emergency services in a community it is important to know that the figures represent largely fixed costs and would not substantially diminish even if homelessness were eradicated. They do, however, represent a use of resources that could be redirected to meet other community needs. These costs are ultimately at the expense of the person who has to wait longer for a more distant ambulance, the crime victim who has a longer wait for a police response, and the person who cannot get in to see a very busy caseworker.

Costs of Homelessness for Selected Community Agencies

Agency	Basis of Measurement	Total Cost Estimate
Concord Fire Department	96 calls for service for homeless persons = 1.34% of total call volume of 7,182 requests for service. With an annual Fire Department budget of \$12,456,624, the cost of services for homeless persons is \$166,504. Additionally, the City loses revenue from ambulance transport costs that are written off. Write offs for homeless patients amounted to \$63,122 for 2012.	\$229,626
Concord Hospital	Concord Hospital provides care to approximately 40 patients identified as being homeless annually. Hospital staff estimate that there is probably twice that number of homeless patients, but they are not identified as such.	\$200,000
Concord Human Services	Homeless clients represent 26% of the office's caseload. With an annual budget of \$748,689, this is equivalent to \$194,659. Direct grants for services to homeless persons total \$110,720.	\$305,379
Concord Police Department	1,043 calls for service for homeless persons are equal to 1.70% of 61,389 calls for service annually. With an annual Police Department budget of \$10,809,924, the cost of services for homeless persons is \$183,661	\$183,661

The committee acknowledges that in addition to what can be documented, there are additional costs externalized to individuals and systems which are more difficult to quantify. These costs include:

Those borne by the larger criminal justice system for prosecution and incarceration of homeless individuals.

The cost of catastrophic health events in the future resulting from failures to provide adequate preventive health services now.

The exponential cost to the mental health care system and future impacts to law enforcement and criminal justice from children who are raised in homelessness.

The full cost of the many community agencies, including imputed costs for volunteer labor that are working to alleviate the effects of homelessness.

7. DESIGNING CONCORD'S APPROACH TO ENDING HOMELESSNESS

Current resources are insufficient to solve the problem of homelessness. Some of the issues experienced in Concord will require changes to state and federal government policies. However, local actions are critical to impacting the problem. Solutions must be sought that are not merely band-aids, but comprehensive and enduring. It is necessary to engage the state's congressional delegation in next steps because additional federal funding is essential for the housing component of the Plan.

The Committee identified the need for additional data collection, including:

- 1) More specific data regarding who is currently served through the Concord Homeless Resource Center;
- 2) Number of people from Concord and not from Concord who are homeless and/or use homeless resources in the Concord community;
- 3) Number of people at risk of homelessness released from Merrimack County jail each year;
- 4) Number of homeless people released from the local hospital annually;
- 5) Who is using which community services and to what degree;
- 6) Criminal and disruptive activity that is and is not perpetrated by homeless individuals;
- 7) Cataloguing policies and regulations that affect homelessness and related issues in order to provide clarity on what the legislative issues are and where to prioritize efforts.

Several program models were reviewed by or recommended to the Steering Committee during the planning process. More detailed information on these programs is located in Appendix E.

Rapid Rehousing

Expansion of the Concord Homeless Resource Center

Keene's Second Chance of Success

Preble Street's Logan Place, Portland, Maine (permanent supportive housing and Housing First)
Family Justice Center In Strafford County
Surrounding/sending towns contribute to fund services to assist homeless persons coming from their particular community, similar to school districts paying for out-of-district services for their students with special needs
SHARE- Milford, NH
St. Vincent de Paul Society, Exeter, NH

8. GOALS

The Concord Steering Committee to End Homelessness has developed five goals to help the community begin the implementation process to eliminate homelessness:

I. Increase access to healthy, safe environments for all homeless and precariously housed members of the Concord community.

A. Create an expanded Homeless Resource Center in Concord - where homeless individuals can gather during the day and where they and those at risk of homelessness can have easy access to all homeless and homeless related services.

The goal of this Center is to increase the likelihood of achieving rapid rehousing for recently homeless and permanent housing for chronically homeless people.

Services should include increased case management, housing resources, job training, mental health services, addiction counseling, benefits eligibility assistance and other targeted services.

Additional support services should include opportunities for laundry, mail, internet, restrooms, showers and storage of belongings.

Center should be in a central location.

Center should offer the faith communities in Concord an opportunity to distribute needed goods and provide volunteer service.

B. Target outreach activities to connect homeless individuals throughout Concord (including downtown, at highway exit/entry ramps, near the river, at homeless camps) to available resources in Concord.

C. Create additional Housing First units and/or shelter opportunities for individuals who are homeless.

These housing and shelter options need to be available to those who are free of substance abuse as well as to chronically homeless

people who may be struggling with substance addictions, mental illness and other situations that make the current homeless shelter options unavailable to them.

II. Increase the number of quality, permanent, affordable rental units for very low income individuals and families.

Research Innovative models for housing homeless and very low-income people;

Work with non-profit and for-profit developers and funders of affordable housing (NH Housing Finance Authority, Community Development Finance Authority, NH Community Loan Fund, Federal Home Loan Bank and local banks) to encourage the development of innovative and affordable permanent housing for homeless as well as very low-income families and individuals;

Advocate for state and federal funding agencies to prioritize the need for affordable housing for very low-income people;

Work with landlords to increase access to privately owned and unsubsidized affordable rental stock;

Develop supportive relationships to help clients gain/remain in housing;

Retain balance in the housing stock in the city through possible linkage programs whereby increased units are created to serve all socioeconomic levels within the city.

III. Increase knowledge about homelessness in Concord, costs to the community, services available and future needs.

Develop communications plan;

Identify a clear set of homelessness-related data to be measured and shared annually, as well as establish baselines;

Conduct training for referral agencies (police, fire, schools, downtown merchants, human services offices, etc.);

Align targeted service providers working with homeless people to ensure collection of accurate data.

IV. Increase public and private funding available for plan strategies.

Increase and leverage existing state and federal funding for homeless services, and to construct and operate the expanded Homeless Resource Center and expand affordable housing/shelter opportunities;

Develop comprehensive assessment of existing funding resources for reducing homelessness in Concord, including shelter, supportive services, permanent housing, job training and related services; Cultivate new funding opportunities to include public and private sources; Develop and implement comprehensive funding plan for strategies identified in Concord's Plan to End Homeless.

V. Ensure broad representation and engagement of stakeholders in the implementation of the Plan to End Homelessness.

A. Expand Concord Coalition to End Homelessness.

Expand active membership in the Concord Coalition to End Homelessness so it can:

- Serve as a multi-sector coordinating entity to maximize efficient services and identify evolving needs;
- Oversee the expanded Homeless Resource Center;
- Engage members in the implementation of the Plan.

B. Establish Executive Level Steering Committee to Advise Plan Implementation.

- Create committee to include representation from government, business, services, health and public safety sectors;
- Continuously monitor Plan goals and successes;
- Assist in advocacy with state and federal representatives.

Homelessness is a complex problem, but many people have said they are interested in working toward the solution. In a survey conducted by the Steering Committee, nearly half of those surveyed indicated that they would be willing to help implement a Plan to End Homelessness in Concord. Of those who said they would help, many reported that they would be willing to volunteer, donate items, and donate money. Respondents included people from business; the staffs from homeless service agencies, mental health programs and substance abuse services; and those who were homeless at the time of the survey.

As a follow-up to the creation of this plan, an implementation process will be established. Options and strategies will be further developed; key stakeholders to implement strategies will be identified and their commitments confirmed; and a timetable will be created to operationalize the goals of this plan.

The Steering Committee to End Homelessness wishes to thank all those who have participated in developing this plan.

Notes

The National Low Income Coalition, Out of Reach, 2013

NH Bureau of Homeless and Housing Services "Homeless In New Hampshire: A Report," July 1, 2011 –June 30, 2013, released October, 2012

The Governor's Interagency Council on Homelessness, "A Home for Everyone, New Hampshire's Ten-Year Plan to End Homelessness," October 2006

NH Bureau of Homeless and Housing Services, "Homeless in New Hampshire", 2012

NH Listens Summary Report for the Concord Steering Committee to End Homelessness, October 2013

Appendix B

Housing for Homeless People in Concord

Emergency Shelter

Organization	Program	Number of Beds	Type *
First and South Congregational Churches	Concord Cold Weather Shelter	62	SMF
The Friends Program	Friends EHP	26	HC
The Salvation Army	McKenna House	26	SMF
Total		114	

Transitional Housing

Organization	Program	Number of Beds	Type
Families in Transition	FIT - Concord THP	18	
Child & Family Services	TH Concord	6	SMF
Total		24	

Permanent Supportive Housing

Organization	Program	Number of Beds	Type
Families in Transition	Concord Community Leasing Program	11	SMFC
Families in Transition	Concord Community Permanent Housing Program	11	SMFC
Families in Transition	Concord Permanent Housing Program	9	SFC
Families in Transition	FIT - Concord Community Leasing Program II	12	SMFC
VAMC - Manchester	VASH - Merrimack County	23	SMFC
Total		66	

S=single individuals, M=males, F=females, C=households with children.

*There are additional bed for other populations such as domestic violence victims and persons with AIDS.

Source: NH Bureau of Homelessness and Housing Services, 2013

Appendix C
CONCORD'S HOMELESS SERVICES

SERVICE CATEGORY	AGENCIES	AGENCIES
Emergency Shelter	McKenna House	Concord Cold Weather Shelter (at First and South Congregational Churches)
	Friends Emergency Housing Program	
Daytime Services	Concord Homeless Resource Center	
Mental Health	Riverbend Community Mental Health	
Mental Health-Teen	Child and Family Services	Riverbend Community Mental Health
	Cornerbridge/New Concord Peer Support	
Domestic Violence	Crisis Center of Central NH	NH Coalition Against Domestic & Sexual violence
Homeless Children in School	Public School Contacts (McKinney-Vento Liaisons)	Fellowship Housing Opportunities
Transitional Housing	New Hampshire Hospital	Belknap/Merrimack County Community Action Program
	Familles in Transition Inc.	
Transitional Shelters	New Start Program	
Homeless Outreach	Belknap/Merrimack County Community Action Program	Riverbend Community Mental Health Services-PATH
	NH PATH Program Homeless & Housing Services	
Veterans	Veterans Affairs Medical Center	Harbor Homes SSVF
Permanent Housing	Familles in Transition Inc.	Community Services Council of NH
	Fellowship Housing Opportunities	
PREVENTION		
Utility Assistance	Belknap/Merrimack County Community Action Program	
Emergency Cash	Assistance & TANF	
Welfare Offices	City & Town Welfare Offices	

Employment	NH Employment Security	NH Vocational Rehabilitation
Other Prevention Services	Merrimack Valley Assistance Program	Belknap/Merrimack County Community Action Program
	New Start Program	Community Services Council of NH
	NH Legal Assistance	NH Pro Bono Referral Program
SOUP KITCHENS, PANTRIES & CLOTHING		
Soup Kitchens	Friendly Kitchen	FOFC Soup Kitchen
	Seventh Day Adventist Food Pantry/Soup Kitchen	
Food Pantries	Numerous	
Clothing Etc.	Open Hands Resource Center	Rise Again Outreach
HOUSING AUTHORITIES & OTHER HOUSING		
	Concord Housing Authority	CATCH-Concord Area Trust For Community Housing
	NH Housing Finance Authority	

2-1-1 NH Telephone Information and Referral - 2-1-1 is a telephone number that connects callers, at no cost, to information about critical health and human services available in their community. 2-1-1 NH is an initiative led by United Ways of New Hampshire, in partnership with Public Service of New Hampshire (PSNH), and the State of New Hampshire. Residents in New Hampshire can contact 2-1-1 NH toll-free by dialing **2-1-1** in state or **1-866-444-4211** from out of state.

Appendix E

Models/Organizations/Strategies Reviewed by Concord Steering Committee to End Homelessness

Rapid Rehousing

Housing and Urban Development Model/program-helps eligible homeless families and individuals to secure housing with short-term financial assistance and case management .

Rapid re-housing has become a major emphasis in communities' strategies to end homelessness. Rapid re-housing is also an emphasis in the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act. The priority for rapidly ending homelessness, when it occurs, is now a national one.

Rapid re-housing is a strategy that has been successfully used by many communities to reduce homelessness. Today, most households become homeless as a result of a financial crisis that prevents them from paying the rent, or a domestic conflict that results in one member being ejected or leaving with no resources or plan for housing. Most households who become homeless today have already lived in independent permanent housing, and they can generally return and remain stably housed with limited assistance. And homelessness itself is associated with a host of negative outcomes that can be minimized by limiting the period of time people experience it. By helping homeless households return to permanent housing as soon as possible, communities have been able to reduce the length of time people remain in homeless shelters. This opens beds for others who need them, and reduces the public and personal costs of homelessness.
www.endhomelessness.org

Expansion of the Concord Homeless Resource Center

Extensive conversations took place during the planning process on the need to expand hours and services of the existing Concord Homeless Resource Center. Initial ideas are to acquire a larger space, and work with local service providers and volunteers to offer a wider variety of targeted services that will help homeless people in Concord to move forward in their lives.

Keene's Second Chance of Success

"Second Chance for Success" is run by Keene-based Southwestern Community Services in an effort to stabilize offenders' lives being released from Cheshire County Corrections and steer them in a new direction so they don't end up behind bars again. The ultimate goal is to stop recidivism by helping offenders overcome obstacles like recovery from drug and alcohol addictions, homelessness, unstable living environments, unemployment and financial instability by providing them with resources and support.

Participants in the program live in one of the 12 beds of the six-unit house that also has an office for a full-time case manager who will oversee their progress. The

house, which cost more than \$1 million to build, is located on 6 acres of the Cheshire County-owned land adjacent to the county jail on Route 101 in Keene.

Southwestern Community Services funded the project with an approximately \$600,000 grant from the N.H. Housing Finance Authority and a \$465,000 Community Development Block Grant sponsored by Cheshire County.
Keene Sentinel, www.scshehelps.org

Preble Street's Logan Place, Portland, Maine

Logan Place provides efficiency apartments and 24 hour on-site support for 30 adults who had been persistently homeless. Logan Place is a model for a real solution to the problem of homelessness in our communities.

The goal of Logan Place is to provide people who have lived in shelters and on the streets for much of their lives with a chance for a permanent and safe living situation that will support their stability and independence and offer them a chance for a productive and fulfilling future.

http://www.preblestreet.org/logan_place.php

Family Justice Center in Strafford County

This program is where victims of domestic violence, sexual violence and stalking can go to talk to a confidential advocate, plan for their safety, meet with a police officer, meet with a representative from NH Legal Assistance, speak with a prosecutor, receive information on shelter, and get help with additional available resources in one location.

Services available at the Center: A Safe Place, Sexual Assault Support Services (SASS), NH Legal Assistance, Law Enforcement. Off-site partnerships with several agencies currently exist and we are working to add more. If you require assistance from any of these agencies or others we will work to get you connected with them.
www.scfjc.com

Surrounding/sending towns contribute to fund services to assist homeless persons coming from their particular community, similar to school districts paying for out-of-district services for their students with special needs.

SHARE, Milford, NH

The mission of the SHARE Program is to provide food, clothing, and emergency financial assistance to area families in need who do not qualify for government assistance or for whom that assistance is insufficient or delayed in coming. SHARE also collaborates with other organizations to provide access to services and information, with a goal to promote self-reliance while maintaining the dignity of clients.

www.sharenh.org

St. Vincent de Paul Society, Exeter, NH

The St. Vincent de Paul Society, Exeter NH Conference serves the needs of the poor in Exeter, Stratham, Newfields, E. Kingston, Kensington and Brentwood NH. The

Conference operates an area-wide Community Assistance Center and food pantry that serves those communities as its primary focus. Among other services, the Society provides an "Advocacy Program" which renders budget coaching, referral guidance and emergency financial help for those individuals and families who need assistance.

www.svdpxeter.com

Michael R Royce
77 Auburn Street
Concord, NH 03301-3047

www.RoyceFamily.com
MRR@RoyceFamily.com
(603) 224-3805

1/1A

02/21/2014

Thomas J. Aspell, Jr.
Concord City Manager
Concord City Council
41 Green Street
Concord, NH 03301

I retired recently from a Penacook job and always found it heart warming to drive by the lighted cemetery chapel during the month of December.

Why can't the chapel be lighted every night ?

I really think the chapel would be used more if Concord citizens knew it was available for use. Lighting the chapel at night is a good "calling card".

I understand there is a concern for cost.

How much is your December (January) bill compared to other months ?

I did visit with Jill and I did have a tour of the chapel.

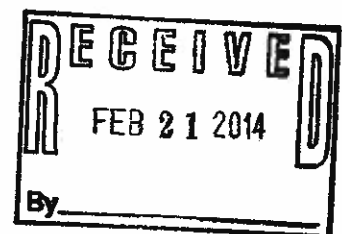
I do agree the lights being used in the past are costly to purchase and run.

I did suggest to Jill that I do believe that LED lights would work and cost almost nothing to run.

I do think a workable solution could be achieved.

I also suggest making up flyers announcing the availability for services and weddings.

Respectfully,
Michael R Royce





3-8

12A

February 25, 2014

Ms. Janice Bonenfant
City Clerk
City of Concord
41 Green Street
Concord, NH 03301

Ref: Pleasant Street Extension Endicott Sidewalk License

Dear Ms. Bonenfant,

CATCH Neighborhood Housing, the owners of the Endicott Hotel, located at 4 Pleasant Street Extension in Concord, respectfully requests that the City of Concord grant us a license to install a ramp within the city sidewalk at this location to provide ADA access to our commercial units located therein.

The steep slope of Pleasant Street Extension creates a situation that requires one step up in order to gain entrance into the commercial spaces located within the Endicott Hotel. There is no other practical solution to provide ADA access to this space. The excessive slope of Pleasant Street Extension prohibits altering the entrance in a manner that would create a safe and accessible solution.

CATCH requests a license to build an approximately 4 foot wide platform on the sidewalk level with the cast iron step of the existing entrance and pitched slightly to the north for drainage. The platform will extend to the west and meet with the existing grade of the sidewalk approximately 4 feet west of the entry recess. A railing will be placed on the east end of the platform as the step height exceeds that of a single riser. CATCH proposes working with the Engineering department on finalizing actual platform design.

CATCH has met with Planning, Code Enforcement, and Engineering departments to generally discuss this issue.

CATCH formally requests that you start the process of obtaining City Council approval for the required license. If you need additional information don't hesitate to give me a call.

Sincerely,

Michael E. Reed
Senior VP Real Estate and Asset Management





CITY OF CONCORD

In the year of our Lord two thousand and fourteen

AN ORDINANCE amending the CODE OF ORDINANCES, Title I, General Code; Chapter 1, Government Organization, by amending Schedule I of Article 1-5, Fees, Fines, and Penalties.

The City of Concord ordains as follows:

SECTION I: Amend the CODE OF ORDINANCES, Title I, General Code; Chapter 1, Government Organization; Article 1-5, Fees, Fines, and Penalties, Schedule I, by updating Section 5-5-10, Interment Fees, as follows:

Chapter 5 – Public Works

Section 5-5-10, Interment Fees	
Columbarium niche.....	\$2,700.00

SECTION II: Amend the CODE OF ORDINANCES, Title I, General Code; Chapter 1, Government Organization; Article 1-5, Fees, Fines, and Penalties, Schedule I, by renaming Section 5-7-5 as “Nonresidential Collection and Disposal of Solid Waste,” and updating the fees:

Chapter 5 – Public Works

Section 5-7-5, Nonresidential Collection and Disposal of Solid Waste	
Refuse collection & disposal (first 95-gallon cart).....	\$60.00
Refuse collection & disposal (each additional 95-gallon cart).....	\$50.00

SECTION III: Amend the CODE OF ORDINANCES, Title I, General Code; Chapter 1, Government Organization; Article 1-5, Fees, Fines, and Penalties, Schedule I, by updating Section 9-1-7, Availability Charge – Private Fire Suppression Devices, as follows:

Chapter 9 - Water

Section 9-1-7, Availability Charge – Private Fire Suppression Devices
Automatic Sprinkler Systems Or Hose Connected To Pipe:

4-inch or less fire service, per year	\$60.00
6-inch fire service, per year	\$140.00
8-inch fire service, per year	\$245.00
10 inch fire service, per year.....	\$380.00

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

AN ORDINANCE amending the CODE OF ORDINANCES, Title I, General Code; Chapter 1, Government Organization, by amending Schedule I of Article 1-5, Fees, Fines, and Penalties.

The City of Concord ordains as follows:

Private hydrants, per year\$47.00

SECTION IV: Amend the CODE OF ORDINANCES, Title I, General Code; Chapter 1, Government Organization; Article 1-5, Fees, Fines, and Penalties, Schedule I, by updating Section 9-1-13, Charge for Testing Private Fire Hydrants, as follows:

Chapter 9 – Water

Section – 9-1-13, Charge for Testing Private Fire Hydrants..... \$66.50

SECTION V: Amend the CODE OF ORDINANCES, Title I, General Code; Chapter 1, Government Organization; Article 1-5, Fees, Fines, and Penalties, Schedule I, by renaming Section 9-6-34 as “Industrial Pretreatments Regulations,” and updating the following fees:

Chapter 9 - Water

Section 9-6-34, Industrial Pretreatment Regulations

IPP significant industrial user inspection.....	\$160.00
IPP minor industrial user inspection.....	\$160.00
IPP industrial user discharge permit renewal.....	\$160.00
IPP new significant industrial user discharge permit application.....	\$805.00
IPP new industrial user discharge permit application.....	\$230.00
IPP temporary discharge permit application.....	\$285.00
IPP discharge permit modification (minor)	\$160.00

SECTION VI: Amend the CODE OF ORDINANCES, Title I, General Code; Chapter 1, Government Organization; Article 1-5, Fees, Fines, and Penalties, Schedule I, by updating Section 15-5-4, Application for Taxicab Licenses, as follows:

Chapter 15 – Licensing and Regulation of Business, Trades and Occupations

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

AN ORDINANCE amending the CODE OF ORDINANCES, Title I, General Code; Chapter 1, Government Organization, by amending Schedule I of Article 1-5, Fees, Fines, and Penalties.

The City of Concord ordains as follows:

Section 15-5-4, Application for Taxicab Licenses; License Fees

Full calendar year license.....\$100.00

Note: Licenses granted between July 1 and October 1 shall be half rate.

SECTION VII: Amend the CODE OF ORDINANCES, Title I, General Code; Chapter 1, Government Organization; Article 1-5, Fees, Fines, and Penalties, Schedule I, by updating Section 15-5-7, Taxicab Operator License, as follows:

Chapter 15 – Licensing and Regulation of Business, Trades and Occupations

Section 15-5-7, Taxicab Operator Licenses

Fee for each license to operate licensed taxicabs, per year.....\$75.00

SECTION VIII: Amend the CODE OF ORDINANCES, Title I, General Code; Chapter 1, Government Organization; Article 1-5, Fees, Fines, and Penalties, Schedule I, by renaming the reference to Chapter 26 from “Building Code” to “Building Regulations.”

SECTION IX: Amend the CODE OF ORDINANCES, Title I, General Code; Chapter 1, Government Organization; Article 1-5, Fees, Fines, and Penalties, Schedule I, by updating and adding to Section 26-17-3, Mechanical Permit Fee Schedule, as follows:

Chapter 26 – Building Regulations

Section 26-17-3, Mechanical Permit Fee Schedule

Heating Equipment:

Including attached ductwork or piping and vent system: up to 10,000,000 BTU

Per 1,000 BTU or part thereof.....\$.90

Minimum fee.....\$46.40

Including attached ductwork or piping and vent system: over 10,000,000 BTU

Per 1,000 BTU or part thereof.....\$.25

Cooling Equipment:

Including attached ductwork or piping and vent system: up to 10,000,000 BTU

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

AN ORDINANCE amending the CODE OF ORDINANCES, Title I, General Code; Chapter 1, Government Organization, by amending Schedule I of Article 1-5, Fees, Fines, and Penalties.

The City of Concord ordains as follows:

Per BTU or part thereof.....	\$.90
Minimum fee.....	\$46.40
Including attached ductwork or piping and vent system: over 10,000,000 BTU	
Per BTU or part thereof.....	\$.25

SECTION X: This ordinance shall take effect July 1, 2014.

ORDINANCE BASED FEES, FINES & PENALTIES

1	2	3	4	5	6	9	10	11	12	13	14	15	16	17	18
DEPT	DEPT/DIV. ENFORCING THE CODE	CODE ARTICLE/SECTION	CHAPTER, SECTION & SUB-SECTIONS	FEE DESCRIPTION	FEE NAME	QTY PER MEASURE	UNIT OF MEASURE	LOGOS GL ACCT NO.	CURRENT FEE AMOUNT	INCREASE YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
Parks & Rec	Cemetery	1-5-1	05-05-10-00-00	Section 5-5-10, Intermment Fees											
Parks & Rec	Cemetery	1-5-1	05-05-10-01-01	Columbarium niche		1	each	11 62 33 1 35082.004	2,620.00	YES	2,700.00	80.00	3.05%	4/1/2011	The proposed fee increase will help offset the engraving costs.
General Services	Solid Waste	1-5-1	05-07-05-00-00	Non-Residential Solid Waste and Recycling Fees											
General Services	Solid Waste	1-5-1	05-07-05-00-01	Refuse collection & disposal - First 95 gal Cart		1	cart	7700 40 31 105 34046.000	56.00	YES	60.00	4.00	7.14%	4/9/2012	Proposed fee increase reflects market rate
General Services	Solid Waste	1-5-1	05-07-05-00-02	Refuse collection & disposal - Each add'l 95 gal cart		1	cart	7700 40 31 105 34046.000	46.50	YES	50.00	3.50	7.53%	4/9/2012	Proposed fee increase reflects market rate
General Services	Admin	1-5-1	09-01-07-00-00	Section 9-1-7, Availability Charge—Private Fire Suppression Devices											
General Services	Admin	1-5-1	09-01-07-01-00	Automatic sprinkler systems or hose connected to pipe											
General Services	Admin	1-5-1	09-01-07-01-01	4-inch or less fire service, per year		1	mo	7800 40 31 110 34022.000	58.50	YES	60.00	1.50	2.56%	4/9/2012	Proposed fee increase reflects market rate
General Services	Admin	1-5-1	09-01-07-01-02	6-inch fire service, per year		1	mo	7800 40 31 110 34022.000	135.00	YES	140.00	5.00	3.70%	4/9/2012	Proposed fee increase reflects market rate

ORDINANCE BASED FEES, FINES & PENALTIES

1	2	3	4	5	6	9	10	11	12	13	14	15	16	17	18
DEPT	DEPT. ENFORCING THE CODE	CODE ARTICLE/SECTION	CHAPTER, SECTION & SUB-SECTIONS	FEE DESCRIPTION	FEE NAME	QTY PER MEASURE	UNIT OF MEASURE	LOGOS GL ACCT NO.	CURRENT FEE AMOUNT	INCREASE YES OR NOT	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
General Services	Admin	1-5-1	09-01-07-01-03	8-inch fire service, per year		1	mo	7800 40 31 110 34022.000	240.00	YES	245.00	5.00	2.08%	4/9/2012	Proposed fee increase reflects market rate
General Services	Admin	1-5-1	09-01-07-01-04	10-inch fire service, per year		1	mo	7800 40 31 110 34022.000	374.00	YES	380.00	6.00	1.60%	4/9/2012	Proposed fee increase reflects market rate
General Services	Admin	1-5-1	09-01-07-02-01	Private hydrants, per year		1	mo	7800 40 31 110 34022.000	45.00	YES	47.00	2.00	4.44%	4/9/2012	Proposed fee increase reflects market rate
General Services	Admin	1-5-1	09-01-13-00-01	Section 9-1-13, Charge for Testing Private Fire Hydrants		1	mo	7800 40 31 110 34021.000	64.50	YES	66.50	2.00	3.10%	4/9/2012	Proposed fee increase reflects market rate
General Services	WWTP	1-5-1	09-06-34-00-00	Section 9-6-34, Industrial Pretreatment Regulation Fee:											
General Services	WWTP	1-5-1	09-06-34-00-00	Section 9-6-34, Industrial Pretreatment Regulation Fee:											
General Services	WWTP	1-5-1	09-06-34-00-01	IPP Significant Industrial User Inspection	IPP Fees	1	each	7800 40 37 241 34019.000	155.00	YES	160.00	5.00	3.23%	4/12/2010	Proposed fee increase was based on calculated cost of service update
General Services	WWTP	1-5-1	09-06-34-00-02	IPP Minor Industrial User Inspection	IPP Fees	1	each	7800 40 37 241 34019.000	155.00	YES	160.00	5.00	3.23%	4/11/2011	Proposed fee increase was based on calculated cost of service update

ORDINANCE BASED FEES, FINES & PENALTIES

1	2	3	4	5	6	9	10	11	12	13	14	15	16	17	18
DEPT	DEPT/ENFORCING CODE	CODE ARTICLE/SECTION	CHAPTER, SECTION & SUB-SECTIONS	FEE DESCRIPTION	FEE NAME	QTY PER MEASURE	UNIT OF MEASURE	LOGOS GL ACCT NO.	CURRENT FEE AMOUNT	INCREASE YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
General Services	WWTP	1-5-1	09-06-34-00-03	IPP Industrial User Discharge Permit Renewal	IPP Fees	1	each	7900 40 37 241 32308.000	155.00	YES	160.00	5.00	3.23%	4/11/2011	Proposed fee increase was based on calculated cost of service update
General Services	WWTP	1-5-1	09-06-34-00-06	IPP New SIU Industrial User Discharge Permit Application	IPP Fees	1	each	7900 40 37 241 32308.000	800.00	YES	805.00	5.00	0.00%	4/12/2010	Proposed fee increase was based on calculated cost of service update
General Services	WWTP	1-5-1	09-06-34-00-07	IPP New Industrial User Discharge Permit Application	IPP Fees	1	each	7900 40 37 241 32308.000	225.00	YES	230.00	5.00	2.22%	4/11/2011	Proposed fee increase was based on calculated cost of service update
General Services	WWTP	1-5-1	09-06-34-00-08	IPP Temporary Discharge Permit Application \$ 50	IPP Fees	1	each	7900 40 37 241 32308.000	275.00	YES	285.00	10.00	3.64%	4/11/2011	Proposed fee increase was based on calculated cost of service update
General Services	WWTP	1-5-1	09-06-34-00-10	IPP Discharge Permit Modification (Minor)	IPP Fees	1	each	7900 40 37 241 32308.000	155.00	YES	160.00	5.00	3.23%	4/11/2011	Proposed fee increase was based on calculated cost of service update
Comm Dev.	Bldg. & Code Services	1-5-1	15-05-04-00-00	Section 15-5-4, Application for Taxicab Licenses; License Fee											
Comm Dev.	Bldg. & Code Services	1-5-1	15-05-04-00-01	Full-calendar year license. : Licenses granted between July 1 and October 1, shall be half rate		1	each	11 50 44 316 32405.000	61.50	YES	100.00	38.50	62.60%	6/11/2012	To bring this fee more in line with other municipalities
Comm Dev.	Bldg. & Code Services	1-5-1	15-05-07-00-00	Section 15-5-7, Taxicab Operator Licenses											

ORDINANCE BASED FEES, FINES & PENALTIES

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DEPT	DEPT. ENFORCING THE CODE	CODE ARTICLE/SECTION	CHAPTER, SECTION & SUB-SECTIONS	FEE DESCRIPTION	FEE NAME	QTY PER MEASURE	UNIT OF MEASURE	LOGOS GL ACCT NO.	CURRENT FEE AMOUNT	INCREASE YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
Comm Dev.	Bldg. & Code Services	1-5-1	15-05-07-00-01	Fee for each license to operate licensed taxicabs per year		1	each	11 50 44 316 32413.000	54.30	YES	75.00	20.70	38.12%	6/11/2012	To bring this fee more in line with other municipalities
Comm Dev.	Bldg. & Code Services	1-5-1	26-17-03-03-00	Mechanical Permit Fee Schedule - Heating Equipment											
Comm Dev.	Bldg. & Code Services	1-5-1	26-17-03-03-01	Heating Equipment - Including attached ductwork or piping and vent system: Per 1,000 BTU or part thereof up to 10,000,000 B.T.U.	Building Code-Mechanical	1000	b.t.u.	11 50 44 315 32303.000	0.90	NO		0.00	0.00%	6/11/2012	Research by CD-Code has shown that fees are at the high end already. CHANGED WORDING on description as we are adding a new line under beneath this fee.
Comm Dev.	Bldg. & Code Services	1-5-1	26-17-03-03-02	Heating Equipment - Including attached ductwork or piping and vent system: Over 10,000,000 BTU or part thereof	Building Code-Mechanical	1000	b.t.u.	11 50 44 315 32303.000	NEW FEE	NEW FEE	0.25	0.00	0.00%	NEW FEE	NEW LINE ITEM related to 26-17-03-03-01 above
Comm Dev.	Bldg. & Code Services	1-5-1	26-17-03-04-00	Mechanical Permit Fee Schedule - Cooling Equipment											
Comm Dev.	Bldg. & Code Services	1-5-1	26-17-03-04-01	Cooling Equipment - Including attached ductwork or piping and vent system: Per 1,000 BTU or part thereof up to 10,000,000 BTU	Building Code-Mechanical	1000	b.t.u.	11 50 44 315 32303.000	0.90	NO		0.00	0.00%	6/11/2012	Research by CD-Code has shown that fees are at the high end already. CHANGED WORDING on description as we are adding a new line under beneath this fee.

ORDINANCE BASED FEES, FINES & PENALTIES

1	2	3	4	5	6	9	10	11	12	13	14	15	16	17	18
DEPT	DEPT/DIV. ENFORCING THE CODE	CODE ARTICLE/SECTION	CHAPTER, SECTION & SUB-SECTIONS	FEE DESCRIPTION	FEE NAME	QTY PER MEASURE	UNIT OF MEASURE	LOGO# GL ACCT NO.	CURRENT FEE AMOUNT	INCREASE YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
Comm Dev.	Bldg. & Code Services	1-5-1	28-17-03-04-02	Cooling Equipment - Including attached ductwork or piping and vent system: Over 10,000,000 BTU or part thereof	Building Code-Mechanical	1000	b.t.u.	11 50 44 315 32303.000	NEW FEE	NEW FEE	0.25	0.00	0.00%	NEW FEE	NEW LINE ITEM related to 28-17-03-04-01 above





CITY OF CONCORD

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REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Brian G. LeBrun, Deputy City Manager – Finance *BGL*
DATE: March 10, 2014
SUBJECT: Revision to Ordinance and Non-Ordinance Based Penalties, Fees and Charges

Recommendation

Set for public hearing at the April City Council meeting the attached ordinance and non-ordinance based fees revising certain penalties, fees and charges. Most proposed penalty, fee and charge increases will be effective on July 1, 2014.

Summary Fee and Charge Discussion by Department

Please refer to the attachments for various summary and detail changes to the Penalty, Fee and Charge schedules. These fee schedules are available on the City web site preceding the public hearing and afterwards for general information.

Background

Updating fees has become an annual process with fee increases predominately based upon inflation and increased budgets. While non-ordinance based fees do not require a public hearing in the interest of full disclosure, they are included within this process and report.

Understanding that many of the Fees, Fines and Penalties have reached a tipping point again, for FY2015, departments were advised to take a more strategic approach to raising rates for fees and penalties, for both ordinance and non-ordinance based items by only recommending increases for items that should be increased due to market conditions or other factors. All other items that are at market rate or not in need of an increase will remain at current levels.

Conclusion

The critical aspect of the process is to maintain responsible fees and charges that are adequate to support delivery of city services.

Thank you to all departments who contributed to this effort.



ORDINANCE BASED FEES, FINES & PENALTIES

1	2	3	4	5	6	9	10	11	12	13	14	15	16	17	18
DEPT	DEPT/ DIV. ENFORCING THE CODE	CODE ARTICLE/SECTION	CHAPTER, SECTION & SUB-SECTIONS	FEE DESCRIPTION	FEE NAME	QTY PER MEASURE	UNIT OF MEASURE	LOGOS GL ACCT NO.	CURRENT FEE AMOUNT	INCREASE YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
Parks & Rec	Cemetery	1-5-1	05-05-10-00-00	Section 5-5-10, Interment Fees											
Parks & Rec	Cemetery	1-5-1	05-05-10-01-01	Columbarium niche		1	each	11 62 33 1 35082.004	2,620.00	YES	2,700.00	80.00	3.05%	4/11/2011	The proposed fee increase will help offset the engraving costs.
General Services	Solid Waste	1-5-1	05-07-05-00-00	Non-Residential Solid Waste and Recycling Fees											
General Services	Solid Waste	1-5-1	05-07-05-00-01	Refuse collection & disposal - First 95 gal Cart		1	cart	7700 40 31 105 34046.000	56.00	YES	60.00	4.00	7.14%	4/9/2012	Proposed fee increase reflects market rate
General Services	Solid Waste	1-5-1	05-07-05-00-02	Refuse collection & disposal - Each add'l 95 gal cart		1	cart	7700 40 31 105 34046.000	46.50	YES	50.00	3.50	7.53%	4/9/2012	Proposed fee increase reflects market rate
General Services	Admin	1-5-1	09-01-07-00-00	Section 9-1-7, Availability Charge—Private Fire Suppression Devices											
General Services	Admin	1-5-1	09-01-07-01-00	Automatic sprinkler systems or hose connected to pipe											
General Services	Admin	1-5-1	09-01-07-01-01	4-inch or less fire service, per year		1	mo	7800 40 31 110 34022.000	58.50	YES	60.00	1.50	2.56%	4/9/2012	Proposed fee increase reflects market rate
General Services	Admin	1-5-1	09-01-07-01-02	6-inch fire service, per year		1	mo	7800 40 31 110 34022.000	135.00	YES	140.00	5.00	3.70%	4/9/2012	Proposed fee increase reflects market rate

ORDINANCE BASED FEES, FINES & PENALTIES

1	2	3	4	5	6	9	10	11	12	13	14	15	16	17	18
DEPT	DEPT/NO. ENFORCING THE CODE	CODE ARTICLE/SE- CTION	CHAPTER, SECTION & SUB-SECTIONS	FEE DESCRIPTION	FEE NAME	QTY PER MEASURE	UNIT OF MEASURE	LOGOS GL ACCT NO.	CURRENT FEE AMOUNT	INCREASE YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
General Services	Admin	1-5-1	09-01-07-01-03	8-inch fire service, per year		1	mo	7800 40 31 110 34022.000	240.00	YES	245.00	5.00	2.08%	4/9/2012	Proposed fee increase reflects market rate
General Services	Admin	1-5-1	09-01-07-01-04	10-inch fire service, per year		1	mo	7800 40 31 110 34022.000	374.00	YES	380.00	6.00	1.60%	4/9/2012	Proposed fee increase reflects market rate
General Services	Admin	1-5-1	09-01-07-02-01	Private hydrants, per year		1	mo	7800 40 31 110 34022.000	45.00	YES	47.00	2.00	4.44%	4/9/2012	Proposed fee increase reflects market rate
General Services	Admin	1-5-1	09-01-13-00-01	Section 9-1-13, Charge for Testing Private Fire Hydrants		1	mo	7800 40 31 110 34021.000	64.50	YES	66.50	2.00	3.10%	4/9/2012	Proposed fee increase reflects market rate
General Services	WWTP	1-5-1	09-06-34-00-00	Section 9-6-34, Industrial Pretreatment Regulation Fees:											
General Services	WWTP	1-5-1	09-06-34-00-00	Section 9-6-34, Industrial Pretreatment Regulation Fees:											
General Services	WWTP	1-5-1	09-06-34-00-01	IPP Significant Industrial User Inspection	IPP Fees	1	each	7900 40 37 241 34019.000	155.00	YES	160.00	5.00	3.23%	4/12/2010	Proposed fee increase was based on calculated cost of service update
General Services	WWTP	1-5-1	09-06-34-00-02	IPP Minor Industrial User Inspection	IPP Fees	1	each	7900 40 37 241 34019.000	155.00	YES	160.00	5.00	3.23%	4/11/2011	Proposed fee increase was based on calculated cost of service update

ORDINANCE BASED FEES, FINES & PENALTIES

1	2	3	4	5	6	9	10	11	12	13	14	15	16	17	18
DEPT	DEPT/NOV. ENFORCING THE CODE	CODE ARTICLE/SECTION	CHAPTER, SECTION & SUB-SECTIONS	FEE DESCRIPTION	FEE NAME	QTY PER MEASURE	UNIT OF MEASURE	LOGOS GL ACCT NO.	CURRENT FEE AMOUNT	INCREASE YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
General Services	WWTP	1-5-1	09-06-34-00-03	IPP Industrial User Discharge Permit Renewal	IPP Fees	1	each	7900 40 37 241 32308.000	155.00	YES	160.00	5.00	3.23%	4/11/2011	Proposed fee increase was based on calculated cost of service update
General Services	WWTP	1-5-1	09-06-34-00-06	IPP New SIU Industrial User Discharge Permit Application	IPP Fees	1	each	7900 40 37 241 32308.000	800.00	YES	805.00	5.00	0.00%	4/12/2010	Proposed fee increase was based on calculated cost of service update
General Services	WWTP	1-5-1	09-06-34-00-07	IPP New Industrial User Discharge Permit Application	IPP Fees	1	each	7900 40 37 241 32308.000	225.00	YES	230.00	5.00	2.22%	4/11/2011	Proposed fee increase was based on calculated cost of service update
General Services	WWTP	1-5-1	09-06-34-00-08	IPP Temporary Discharge Permit Application \$ 50	IPP Fees	1	each	7900 40 37 241 32308.000	275.00	YES	285.00	10.00	3.64%	4/11/2011	Proposed fee increase was based on calculated cost of service update
General Services	WWTP	1-5-1	09-06-34-00-10	IPP Discharge Permit Modification (Minor)	IPP Fees	1	each	7900 40 37 241 32308.000	155.00	YES	160.00	5.00	3.23%	4/11/2011	Proposed fee increase was based on calculated cost of service update
Comm Dev.	Bldg. & Code Services	1-5-1	15-05-04-00-00	Section 15-5-4, Application for Taxicab Licenses; License Fee											
Comm Dev.	Bldg. & Code Services	1-5-1	15-05-04-00-01	Full-calendar year license : Licenses granted between July 1 and October 1, shall be half rate		1	each	11 50 44 316 32405.000	61.50	YES	100.00	38.50	62.60%	6/11/2012	To bring this fee more in line with other municipalities
Comm Dev.	Bldg. & Code Services	1-5-1	15-05-07-00-00	Section 15-5-7, Taxicab Operator Licenses											

ORDINANCE BASED FEES, FINES & PENALTIES

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DEPT	DEPT/ENFORCING THE CODE	CODE ARTICLE/SECTION	CHAPTER, SECTION & SUB-SECTIONS	FEE DESCRIPTION	FEE NAME	QTY PER MEASURE	UNIT OF MEASURE	LOGOS GL ACCT NO.	CURRENT FEE AMOUNT	INCREASE YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
Comm Dev.	Bldg. & Code Services	1-5-1	15-05-07-00-01	Fee for each license to operate licensed taxicabs per year		1	each	11 50 44 316 32413.000	54.30	YES	75.00	20.70	38.12%	8/11/2012	To bring this fee more in line with other municipalities
Comm Dev.	Bldg. & Code Services	1-5-1	26-17-03-03-00	Mechanical Permit Fee Schedule - Heating Equipment											
Comm Dev.	Bldg. & Code Services	1-5-1	26-17-03-03-01	Heating Equipment - Including attached ductwork or piping and vent system: Per 1,000 BTU or part thereof up to 10,000,000 B.T.U.	Building Code-Mechanical	1000	b.t.u.	11 50 44 315 32303.000	0.90	NO		0.00	0.00%	6/11/2012	Research by CD-Code has shown that fees are at the high end already. CHANGED WORDING on description as we are adding a new line under beneath this fee.
Comm Dev.	Bldg. & Code Services	1-5-1	26-17-03-03-02	Heating Equipment - Including attached ductwork or piping and vent system: Over 10,000,000 BTU or part thereof	Building Code-Mechanical	1000	b.t.u.	11 50 44 315 32303.000	NEW FEE	NEW FEE	0.25	0.00	0.00%		NEW LINE ITEM related to 26-17-03-03-01 above
Comm Dev.	Bldg. & Code Services	1-5-1	26-17-03-04-00	Mechanical Permit Fee Schedule - Cooling Equipment											
Comm Dev.	Bldg. & Code Services	1-5-1	26-17-03-04-01	Cooling Equipment - Including attached ductwork or piping and vent system: Per 1,000 BTU or part thereof up to 10,000,000 BTU	Building Code-Mechanical	1000	b.t.u.	11 50 44 315 32303.000	0.90	NO		0.00	0.00%	6/11/2012	Research by CD-Code has shown that fees are at the high end already. CHANGED WORDING on description as we are adding a new line under beneath this fee.

ORDINANCE BASED FEES, FINES & PENALTIES

1	2	3	4	5	6	9	10	11	12	13	14	15	16	17	18
DEPT	DEPT/ENFORCING THE CODE	CODE ARTICLE/SECTION	CHAPTER, SECTION & SUB-SECTIONS	FEE DESCRIPTION	FEE NAME	QTY PER MEASURE	UNIT OF MEASURE	LOGOS GL ACCT NO.	CURRENT FEE AMOUNT	INCREASE YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
Comm Dev.	Bldg. & Code Services	1-5-1	26-17-03-04-02	Cooling Equipment - including attached ductwork or piping and vent system: Over 10,000,000 BTU or part thereof	Building Code-Mechanical	1000	b.l.u.	11 50 44 315 32303.000	NEW FEE	NEW FEE	0.25	0.00	0.00%	NEW FEE	NEW LINE ITEM related to 26-17-03-04-01 above

NON-ORDINANCE BASED FEES, FINES & PENALTIES

DEPT	DEPT. ENFORCING THE CODE	FEE DESCRIPTION	FEE NAME	QUANTITY PER MEASURE	UNIT OF MEASURE	LOGOS QL ACCT NO.	CURRENT FEE AMOUNT	INCREASE YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
City Clerk's Office	City Clerk's Office	Includes certificate of records, birth and death, dredge and fill permits, resident certificates, research, marriage ceremonies, photocopies. Fee schedule: Vital Records: First Copy \$15.00 (\$8.00 State)\$7.00 City)	SUNDRY FEES	1st	copy	11 19 16 1	34023	4.00	YES	7.00	3.00	75.00%	State of NH fees set by RSA's. Increase - fees that were once collected by the State of NH for their general fund is now collected and maintained by the cities/towns.
City Clerk's Office	City Clerk's Office	Includes certificate of records, birth and death, dredge and fill permits, resident certificates, research, marriage ceremonies, photocopies. Fee schedule: Vital Records: Additional Copy \$10.00 (\$5.00 State)\$5.00 City)	SUNDRY FEES	Add'l	copy	11 19 16 1	34023	3.00	YES	5.00	2.00	66.67%	State of NH fees set by RSA's. Increase - fees that were once collected by the State of NH for their general fund is now collected and maintained by the cities/towns.
City Clerk's Office	City Clerk's Office	City ward maps	Ward Maps.	1	each	11 19 17 1	135099.000	33.00	YES	35.00	2.00	6.06%	The Engineering Dept. charges \$35.00 for their ward maps. We are increasing the amount of the maps in order to charge the same as Engineering because they produce the same maps for us.

NON-ORDINANCE BASED FEES, FINES & PENALTIES

DEPT	DEPT. ENFORCING THE CODE	FEE DESCRIPTION	FEE NAME	QUANTITY PER MEASURE	UNIT OF MEASURE	LOGOS GL ACCT NO.				CURRENT FEE AMOUNT	INCREASE YES OR NOT?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
Comm Dev.	ENG	LICENSE FEES - PRIVATE MAIL Fees collected for the licensure of private mail/delivery stations located within the City's right-of-way. Pro-rated monthly lease fee/station	LICENSE REN	1	year	11	50	46	323 32312.000	\$236.00	YES	240.00	5.00	2.13%	4/9/2012	Proposed fee change to be consistent with other right-of-way occupation license fees.
General Services	Highway & Utilities	Off-duty hours Reconnect Fee	Off-duty hours Reconnect Fee	1	occurrence	7800	40	31	110 34023.000	200.00	YES	210.00	10.00	5.00%	04/08/13	Fee Increase recommendation was based on wage increases.
General Services	Highway & Utilities	Painting Private Hydrant		1	each	7800	40	31	256 34019.000	65.00	YES	68.00	3.00	4.62%	04/08/13	Fee Increase recommendation was based on wage increases.
General Services	Highway & Utilities	Fire flow test upon request		1	each	7800	40	31	256 34019.000	144.00	YES	151.00	7.00	4.86%	04/08/13	Fee Increase recommendation was based on wage increases.
General Services	Highway & Utilities	FOREMAN CALL-IN (minimum)		1	occasion	7800	40	31	110 34023.000	200.00	YES	210.00	10.00	5.00%	4/8/2013	Fee Increase recommendation was based on wage increases.
General Services	Highway & Utilities	Coring hole in CB or MH large (10" - 15")	Coring hole in CB or MH large (10" - 15")	1	coring	7800	40	31	110 34023.000	538.00	YES	565.00	27.00	5.02%	4/8/2013	Fee Increase recommendation was based on wage increases.
General Services	Admin	Pool Meter includes setup and delivery charge plus cost of water used (\$200 for deposit for equipment)	set-up and delivery charge	1	each	7800	40	31	110 34023.000	86.00	YES	90.00	4.00	4.65%	4/8/2013	Recommended fee increase was based on labor related service.

NON-ORDINANCE BASED FEES, FINES & PENALTIES

DEPT	DEPT/NO. ENFORCING THE CODE	FEE DESCRIPTION	FEE NAME	QUANTITY PER MEASURE	UNIT OF MEASURE	LOGOS GL ACCT NO.				CURRENT FEE AMOUNT	INCREASE YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
General Services	Admin	Hydrant Valve and Meter -SET-UP plus cost of water used	Temp Meter	1	multi compon ent	7800	40	31	110	34023.000	YES	90.00	4.00	4.55%	4/8/2013	Recommended fee increase was based on labor related service.
General Services	Admin	Temporary Meter Deposit (retained if meter not returned) - MINIMUM CHARGE	Temp Meter Deposit	1	each	7800	40	31	110	34023.000	YES	350.00	100.00	40.00%	4/9/2012	Fee increase accounted for the required replacement purchase of lead free meter and backflow.
General Services	Admin	Temporary Meter Deposit (retained if meter not returned) - MAXIMUM CHARGE	Temp Meter Deposit	1	each	7800	40	31	110	34023.000	YES	1,800.00	315.00	24.51%	4/9/2012	Fee increase accounted for the required replacement purchase of lead free meter and backflow.
General Services	Admin	Meter Test - Smaller than 3"	Meter Test Small Meter	1	each	7800	40	31	256	34019.000	YES	82.50	2.25	2.80%	4/8/2013	Recommended fee increase was based on labor related service.
General Services	Admin	Meter Test - 3" and larger	Meter Test Large meter	1	each	7800	40	31	256	34019.000	YES	190.00	2.50	1.33%	4/8/2013	Recommended fee increase was based on labor related service.
General Services	Admin	Damaged meter or meter reading equipment (5/8" meter)	Equipment Damaged Service Charge	1	each	7800	40	31	110	35089.000	YES	170.00	3.00	1.80%	4/9/2012	Recommended fee increase was based on labor related service.
General Services	Admin	Backflow Prevention Device Test	Backflow prevention test	1	each	7800	40	31	130	34025.000	YES	60.00	1.25	2.13%	4/8/2013	Fee increase recommendation was based on wage increases.
General Services	Admin	Turning water on after non-payment	Reinstate Service After Termination	1	each	7800	40	31	130	34025.000	YES	60.00	1.25	2.13%	4/8/2013	Fee increase recommendation was based on wage increases.
General Services	Admin	Seasonal meter installation	Seasonal Meter Re-Set	1	each	7800	40	31	130	34025.000	YES	75.00	5.00	7.14%	4/8/2013	Fee increase recommendation was based on wage increases.

NON-ORDINANCE BASED FEES, FINES & PENALTIES

DEPT	DEPT/ENFORCING THE CODE	FEE DESCRIPTION	FEE NAME	QUANTITY PER MEASURE	UNIT OF MEASURE	LOGOS GL ACCT NO.				CURRENT FEE AMOUNT	INCREASE YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE	
General Services	Highway & Utilities	Main line TV of sewer and drain lines		1	hour	7900	40	31	110	34031.000	165.00	YES	173.25	8.25	5.00%	4/8/2013	Fee Increase recommendation was based on wage increases.
General Services	Highway & Utilities	Lateral TV of sewer and drain lines		1	hour	7900	40	31	110	34031.000	110.00	YES	115.50	5.50	5.00%	4/8/2013	Fee Increase recommendation was based on wage increases.
General Services	Water	Out of Cycle Bill - A fee should apply to a Out of Cycle Read & Bill. When a water service transfer occurs other than on Thursday (free).	Out of Cycle Bill	1	each	7800	40	31	256	34019.000	37.00	YES	40.00	3.00	8.11%	4/8/2012	Fee Increase recommendation was based on wage increases.
General Services	Water	Disconnect Door Tag - A fee for the production & delivery of the disconnect door tag	Disconnect Door Tag	1	each	7800	40	31	256	34019.000	5.50	YES	6.00	0.50	9.09%	4/9/2012	Fee Increase recommendation was based on wage increases.
General Services	Arena	Ice Rentals - Hourly Non-Prime Time Ice	Ice Rentals	1	hr.	7400	40	34	235	35031.003	182.00	YES	185.00	3.00	1.65%	4/8/2013	Recommendation was based on local market study conducted by General Services.
General Services	Arena	Facility Rentals - Non Ice Daily Rental	Other Facility Rentals	1	each	7400	40	34	235	35031.004	1,875.00	YES	1,895.00	20.00	1.07%	4/8/2013	Recommendation was based on local market study conducted by General Services.
General Services	Arena	Parking Lot	Other Facility Rentals	6	months	7400	40	34	235	35031.004	975.00	YES	995.00	20.00	2.05%	4/8/2013	Recommended annual increase.
General Services	Arena	Parking Lot	Other Facility Rentals	12	months	7400	40	34	235	35031.004	1,900.00	YES	1,925.00	25.00	1.32%	4/8/2013	Recommended annual increase.

NON-ORDINANCE BASED FEES, FINES & PENALTIES

DEPT	DEPT/ DIV. ENFORCING THE CODE	FEE DESCRIPTION	FEE NAME	QUANTITY PER MEASURE	UNIT OF MEASURE	LOGOS Q.L. ACCT NO.				CURRENT FEE AMOUNT	INCREASE YES OR NOT	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
General Services	Arena	Stick & Puck	Daytime Stick & Puck	1	each	7400	40	34	235	35031.003	9.00	YES	10.00	1.00	4/9/2013	Recommendation was based on local market study conducted by General Services.
General Services	Arena	Stick & Puck	Youth	1	each	7400	40	34	235	35031.003	5.00	YES	7.00	2.00	2003	Recommendation was based on local market study conducted by General Services. Has not increased since 2003.
General Services	WWTP	Septage Hauler Discharge Permit Application		1	each	7900	40	31	110	34035.000	150.00	YES	180.00	10.00	4/11/2011	Proposed fee increase was based on estimated cost of service update.
General Services	WWTP	Septage Treatment for Concord, Bow & Boscawen only - for the first 500 gallons or increment thereof		500	gallons	7900	40	31	110	34035.000	35.00	YES	37.50	2.50	4/11/2011	Proposed fee increase was based on estimated cost of service update and local market rate survey conducted by General Services.
General Services	WWTP	Septage Treatment for Concord, Bow & Boscawen only - for the additional 100 gallons or increment thereof		<500	gallons	7900	40	31	110	34035.000	7.00	YES	7.50	0.50	4/11/2011	Proposed fee increase was based on estimated cost of service update and local market rate survey conducted by General Services.
Legal	Solicitor's Office	Fees charged for prosecution services to the town of LOUDON	Fees for Prosecution Services	1	year	11	12	6		33799.000	31,542	YES	31,857.42	315.42	4/9/2012	Proposed fee increase was based on increase in cost of services.
Legal	Solicitor's Office	Fees charged for prosecution services to the town of BOW - ADULT	Fees for Prosecution Services	1	year	11	12	6		33799.000	20,362	YES	20,565.62	203.62	4/9/2012	Proposed fee increase was based on increase in cost of services.

NON-ORDINANCE BASED FEES, FINES & PENALTIES

DEPT	DEPT/NO. ENFORCING THE CODE	FEE DESCRIPTION	FEE NAME	QUANTITY PER MEASURE	UNIT OF MEASURE	LOGOS GL ACCT NO.			CURRENT FEE AMOUNT	INCREASE YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE	
Legal	Solicitor's Office	Fees charged for prosecution services to the town of BOW - JUVENILE	Fees for Prosecution Services	1	year	11	12	6	33799.000	5,093	YES	5,143.93	50.93	1.00%	4/9/2012	Proposed fee increase was based on increase in cost of services.
Legal	Solicitor's Office	Fees charged for prosecution services to the town of DUNBARTON.	Fees for Prosecution Services	1	year	11	12	6	33799.000	6,363	YES	6,426.63	63.63	1.00%	4/9/2012	Proposed fee increase was based on increase in cost of services.
Library	Library	Fee for Shakespeare Room usage by a non-profit organization.	Shakespeare Room meeting fee	1	for 3 hours	11	61	1	1 35031.002	NEW FEE	NEW FEE	25.00	100.00%	NEW FEE	Recommend charging for non-profit groups to use this meeting room.	
Library	Library	Fee for Auditorium usage by a non-profit organization.	Library Auditorium meeting room fee	1	for 3 hours	11	61	1	1 35031.002	NEW FEE	NEW FEE	50.00	100.00%	NEW FEE	Recommend charging for non-profit groups to use the auditorium.	
Library	Library	Fine for late return of in-house use laptop.	Laptop late fee	1	per hour	11	61	1	1 35045.000	NEW FEE	NEW FEE	10.00	100.00%	NEW FEE	Recommend charging a late fee for in-house use laptops that are not returned on time.	
Library	Library	Maximum fine for late return of in-house use laptop.	Maximum laptop late fee	1	each	11	61	1	1 34045.000	NEW FEE	NEW FEE	100.00	100.00%	NEW FEE	Recommend charging a maximum late fee for in-house use laptops not returned on time.	
Library	Library	Replacement fee for in-house use laptop.	Replacement fee for laptop	1	each	11	61	1	1 44100.000	NEW FEE	NEW FEE	500.00	100.00%	NEW FEE	Recommend charging a replacement fee for in-house use laptops not returned or damaged.	
Library	Library	Fine for late return of an e-reader.	E-reader late fee	1	per day	11	61	1	1 34045.000	NEW FEE	NEW FEE	25.00	100.00%	NEW FEE	Recommend charging a late fee for e-readers that are not returned on time.	
Library	Library	Maximum fine for late return of an e-reader.	Maximum e-reader late fee	1	each	11	61	1	1 34045.000	NEW FEE	NEW FEE	100.00	100.00%	NEW FEE	Recommend charging a maximum late fee for e-readers not returned on time.	

NON-ORDINANCE BASED FEES, FINES & PENALTIES

DEPT	DEPT/ENFORCING THE CODE	FEE DESCRIPTION	FEE NAME	QUANTITY PER MEASURE	UNIT OF MEASURE	LOGS GL ACCT NO.	CURRENT FEE AMOUNT	INCREASE YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
Library	Library	Replacement fee for e-reader.	Replacement fee for e-reader	1	each	11 61 1	1 44100.000	NEW FEE	250.00	250.00	100.00%	NEW FEE	Recommend charging a replacement fee for e-readers not returned or damaged.
Library	Library	Late fee for book bag kit.	Late fee for book bag kits	1	per day	11 61 1	1 35045.000	NEW FEE	1.00	1.00	100.00%	NEW FEE	Recommend charging a late fee for a book bag kit.
Library	Library	Maximum fine for late return of book bag kit.	Maximum fine for late return of book bag kits	1	per book bag kit	11 61 1	1 35045.000	NEW FEE	20.00	20.00	100.00%	NEW FEE	Recommend charging a maximum late fee for book bag kit.
Library	Library	Replacement fee for canvas bag for book kit.	Replacement fee for canvas bag for book bag kits	1	each	11 61 1	1 44000.000	NEW FEE	40.00	40.00	100.00%	NEW FEE	Recommend charging a replacement fee for lost or damaged canvas bag.
Library	Library	Replacement fee for entire book bag kit.	Replacement fee for entire book bag kit	1	per book bag kit	11 61 1	1 44100.000	NEW FEE	190.00	190.00	100.00%	NEW FEE	Recommend charging a replacement fee for the entire book bag kit.
Police	Police	Use of Concord Police officers for off-duty work. Police Department bills customer per hour to cover wages, retirement, worker's comp and overhead. PER OFFICER PER HOUR	SPEC DUTY ADMIN CHARGE - Extra Duty Fee	PER OFFICER PER HOUR		11 31 22	34 34024.000	YES	65.00	1.00	1.56%	4/8/2013	Increase related to contractual COLA increased in FY2014.

NON-ORDINANCE BASED FEES, FINES & PENALTIES

DEPT	DEPT/ DIV. ENFORCING THE CODE	FEE DESCRIPTION	FEE NAME	QUANTITY PER MEASURE	UNIT OF MEASURE	LOGOS GL ACCT NO.						CURRENT FEE AMOUNT	INCREASE YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE	% OF INCREASE	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
Police	Police	Use of Concord Police officers for off-duty work. Police Department bills customer per hour to cover wages, retirement, worker's comp and overhead. PER SUPERVISOR OFFICER PER HOUR	SPEC DUTY ADMIN CHARGE - Extra Duty Fee	PER SUPERVISOR PER HOUR		11	31	22	34	34024.000	69.00	YES	70.00	1.00	1.45%	4/8/2013	Increase related to contractual COLA increased in FY2014.	
Parks & Rec	Cemetery	shrub plantings		1	each	11	62	1	1	34034.000	120.00	YES	140.00	20.00	16.67%	4/11/2011	The proposed fee increase will help offset the costs of planting the shrub.	
Parks & Rec	Cemetery	Flower Trust		1	each	11	62	1	1	34034.000	600.00	YES	750.00	150.00	25.00%	4/11/2011	The proposed fee increase will help offset the future costs of flowers in perpetuity.	
Parks & Rec	Cemetery	Shrub Trust		1	each	11	62	1	1	34034.000	600.00	YES	1,000.00	400.00	66.67%	4/11/2011	The proposed fee increase will better offset the costs of maintenance. Current income does not cover the cost of yearly maintenance.	

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION APPROPRIATING THE SUM OF \$10,000 FROM THE EPISCOPAL CHURCH, DIOCESE OF NEW HAMPSHIRE

The City of Concord resolves as follows:

WHEREAS, the City received the sum of \$10,000 in February of 2014 from the Trustees of the Protestant Episcopal Church of New Hampshire, which, at their request, was to be used for a purpose the City would otherwise have to forego; and

WHEREAS, the recommendation is to appropriate \$10,000 divided amongst fourteen different entities located within the City of Concord;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The sum of\$10,000
be and is hereby appropriated as follows:

General Fund

Salvation Army	\$714.28
First Congregational Church	714.28
Center Point	714.28
St. John's Church	714.28
St. Paul's Church	714.28
St. Peter's Church	714.28
Immaculate Conception Church	714.28
Immaculate Heart of Mary Church	714.28
West Congregational Church	714.28
Friends of Forgotten Children	714.28
Community Action Program	714.28
United Church of Penacook	714.28
Friendly Kitchen	714.28
Gospel Light Church of Concord	714.36

Total: \$10,000

- 2) Said sum is made available as follows:

General Fund

Donations\$10,000

- 3) This resolution shall take effect upon its passage.



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Thomas J. Aspell, Jr.
City Manager

DATE: February 14, 2014

SUBJECT: Allocation of funds from the Trustees of the Protestant Episcopal Church in New Hampshire

Recommendation

Set the attached resolution recommending the allocation of \$10,000 in funds from the Trustees of the Protestant Episcopal Church in New Hampshire for an April 14, 2014 public hearing.

Discussion

The Trustees of the Protestant Episcopal Church of New Hampshire sent the City of Concord a check in the amount of \$10,000 in February 2014. It is recommended that the City Council approve the attached resolution allocating the funds by dividing them among the following food pantries within the City:

- Salvation Army
- First Congregational Church
- Center Point
- St. John's Church
- St. Paul's Church
- St. Peter's Church
- Immaculate Conception Church
- Immaculate Heart of Mary Church
- West Congregational Church
- Friends of Forgotten Children
- Community Action Program
- United Church of Penacook
- Friendly Kitchen
- Gospel Light Church of God

CITY OF CONCORD

3-12
2/20/14

In the year of our Lord two thousand fourteen

RESOLUTION: AUTHORIZING THE CITY MANAGER TO CONTINUE IMPLEMENTATION OF THE COMMUNITY DEVELOPMENT REVOLVING LOAN FUND PROGRAM AND APPROPRIATING THE SUM OF FIVE HUNDRED THIRTY FIVE THOUSAND SEVEN HUNDRED SIXTY ONE DOLLARS (\$535,761).

The City of Concord resolves as follows:

- WHEREAS,** the City's Revolving Loan Fund Program was created in 1984 and initially capitalized with Community Development Block Grant funds; and,
- WHEREAS,** the Revolving Loan Fund Program generates income through repayment of principal and interest from loans within the City's portfolio, as well as interest earnings on available fund balance; and
- WHEREAS** the funding source for this appropriation shall be the unused fund balance of the Revolving Loan Fund; and
- WHEREAS,** said income is retained by the City for eligible community development activities in accordance with the City's Housing and Community Development Plan, as well as the Revolving Loan Fund Program Income Reuse Plan; and
- WHEREAS,** the City of Concord desires to continue its Revolving Loan Fund Program for the continuation of community development efforts; and
- WHEREAS,** this appropriation is for a purpose not included in the adopted budget, therefore section 37 of the City Charter requires a two-thirds vote of the City Council;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The sum of.....\$535,761
be, and is hereby, appropriated as follows:

Housing Revolving Loan Fund.....\$535,761

- 2) The sum of.....\$535,761
be and is hereby made available as follows:

Housing Revolving Loan Fund

City Administration

Fund Balance..... \$535,761

- 3) These funds shall be expended under the direction of the City Manager.
- 4) This resolution shall take effect upon its passage.



CITY OF CONCORD

137

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Matthew R. Walsh, Dir. of Redevelopment, Downtown Services, & Special Projects *MRW*

DATE: February 27, 2014

SUBJECT: Revolving Loan Fund Appropriation (Fund #2701)

Recommendation

- Accept this report; and,
- Set the attached resolution appropriating the sum of \$535,761 to re-capitalize the City's Revolving Loan Fund Program for public hearing on April 14, 2014.

Background

In 1984 the City of Concord created its Revolving Loan Fund Program. The Program was initially capitalized with a Community Development Block Grant ("CDBG") from the State of New Hampshire and US Department of Housing and Urban Development. The purpose of the program is to provide loans to support housing, social service agency, daycare, and economic development projects that benefit low and moderate income people. Individuals or families which earn 80% or less of the area median income qualify as low / moderate income.

The Revolving Loan Fund Program is overseen by the City's Community Development Advisory Committee ("CDAC"). CDAC reviews and approves all loan and emergency grant applications to insure they are consistent with the goals and objectives of the City's Housing and Community Development Plan as well as the Revolving Loan Fund's Program Income Reuse Plan ("PIRP").

Currently, the Program has 38 active loans totaling \$1,467,127 with a collective outstanding balance of \$902,456. Individual loan amounts range from approximately \$2,000 to \$200,000. Typical projects financed by the Program range from simple heating system and roof replacements at single family homes, to large scale water and sewer main replacements in manufactured housing parks, to economic development projects that create or retain employment opportunities for low and moderate income people.

Discussion

Each year, the City Council appropriates revenues from interest and principle payments made by loan recipients to re-capitalize the Program. At the end of FY2013, the available fund balance for the Revolving Loan Fund (Fund #2701) was \$535,761. City Administration requests that these moneys be appropriated and re-deposited into the Revolving Loan Fund Program. This will allow the program to continue making loans and grants to support eligible projects.

3-13
Bm
3/3/14

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF ONE MILLION EIGHT HUNDRED THIRTY THOUSAND EIGHT HUNDRED SIXTY ONE DOLLARS (\$1,830,861) FOR THE PURPOSE OF CONSTRUCTING PHASE II OF THE PARALLEL TAXIWAY TO RUNWAY 12/30, INCLUDING ONE MILLION SIX HUNDRED FORTY SEVEN THOUSAND SEVEN HUNDRED SEVENTY FIVE DOLLARS (\$1,647,775) IN GRANT FUNDS FROM THE FEDERAL AVIATION ADMINISTRATION (FAA), NINETY ONE THOUSAND FIVE HUNDRED FORTY THREE DOLLARS (\$91,543) FROM THE STATE OF NEW HAMPSHIRE, AND NINETY ONE THOUSAND FIVE HUNDRED FORTY THREE DOLLARS (\$91,543) FROM THE CITY OF CONCORD; AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES FOR CIP #73.

PAGE 1 OF 3

The City of Concord resolves as follows:

- WHEREAS,** the project was noted as CIP #73 in the FY 2015 Capital Budget; and
- WHEREAS,** the Airport Advisory Committee recommends that the City Council approve this appropriation; and
- WHEREAS,** the authorization to commence construction of Phase I was not received by NHDOT until late November 2013, at which time the weather was not favorable to begin work; and
- WHEREAS,** the two successful contractors for each phase of the project have agreed to work as a team and to begin work as soon as weather permits, which will realize a total project cost savings of up to \$100,000; and
- WHEREAS,** allowing both contractors to begin work in early spring will minimize disruptions to airport operations and runway closures for airport users; and
- WHEREAS,** the City's portion in the amount of \$91,543 will be appropriated from Airport General Obligation Bonds; and
- WHEREAS,** RSA 33:9 mandates that a two-thirds vote of all members of the City Council is required to pass a bond resolution, which shall be taken by roll call vote;

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF ONE MILLION EIGHT HUNDRED THIRTY THOUSAND EIGHT HUNDRED SIXTY ONE DOLLARS (\$1,830,861) FOR THE PURPOSE OF CONSTRUCTING PHASE II OF THE PARALLEL TAXIWAY TO RUNWAY 12/30, INCLUDING ONE MILLION SIX HUNDRED FORTY SEVEN THOUSAND SEVEN HUNDRED SEVENTY FIVE DOLLARS (\$1,647,775) IN GRANT FUNDS FROM THE FEDERAL AVIATION ADMINISTRATION (FAA), NINETY ONE THOUSAND FIVE HUNDRED FORTY THREE DOLLARS (\$91,543) FROM THE STATE OF NEW HAMPSHIRE, AND NINETY ONE THOUSAND FIVE HUNDRED FORTY THREE DOLLARS (\$91,543) FROM THE CITY OF CONCORD; AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES FOR CIP #73.

PAGE 2 OF 3

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The sum of\$1,830,861
be and is hereby appropriated as follows:

General Capital Improvements Fund

Community Development Engineering Services Division

Construct Parallel Taxiway 12/30 CIP #73\$1,830,861

- 2) Revenue is available as follows:

General Capital Improvements Fund

Federal Aviation Administration\$1,647,775

New Hampshire Department of Transportation, Bureau of Aeronautics \$ 91,543

City – General Obligation Bonds..... \$ 91,543

Total\$1,830,861

- 3) In order to meet said expenditure, the City Treasurer, with approval of the City Manager, is authorized to issue up to \$91,543 in bonds and notes of the City of Concord under the Municipal Finance Act.
- 4) The discretion of the fixing of dates, maturities, rate of interest, form and other details of such bonds and notes, and providing for the sale, are hereby delegated to the City Treasurer.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF ONE MILLION EIGHT HUNDRED THIRTY THOUSAND EIGHT HUNDRED SIXTY ONE DOLLARS (\$1,830,861) FOR THE PURPOSE OF CONSTRUCTING PHASE II OF THE PARALLEL TAXIWAY TO RUNWAY 12/30, INCLUDING ONE MILLION SIX HUNDRED FORTY SEVEN THOUSAND SEVEN HUNDRED SEVENTY FIVE DOLLARS (\$1,647,775) IN GRANT FUNDS FROM THE FEDERAL AVIATION ADMINISTRATION (FAA), NINETY ONE THOUSAND FIVE HUNDRED FORTY THREE DOLLARS (\$91,543) FROM THE STATE OF NEW HAMPSHIRE, AND NINETY ONE THOUSAND FIVE HUNDRED FORTY THREE DOLLARS (\$91,543) FROM THE CITY OF CONCORD; AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES FOR CIP #73.

PAGE 3 OF 3

- 5) The useful life of the improvements is expected to be in excess of twenty (20) years.
- 6) Sums as appropriated shall be administered under the direction of the City Manager.
- 7) This resolution shall take effect upon its passage and upon grant award by the State of New Hampshire and the Federal Aviation Administration.



CITY OF CONCORD

72

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Martha Drukker, Associate Engineer

DATE: February 28, 2014

SUBJECT: Municipal Airport Grant Application – CIP # 73 Construct Parallel Taxiway 12/30, Phase II

Recommendation

Appropriate \$1,830,861 (\$1,647,775 Federal share, \$91,543 State share and \$91,543 City share) in grant funds for the purpose of constructing the westerly portion of the parallel taxiway for runway 12/30 as programmed in the FY2015 Capital Budget.

Authorize the City Manager to enter into a Grant Agreement for up to \$1,830,861 with the New Hampshire Department of Transportation (NHDOT), Bureau of Aeronautics to construct Phase I of the Parallel Taxiway to Runway 12/30.

Background

The grant for Phase I construction was received in late November 2013. The later than anticipated notice of award required to contractor to push back his start work date until spring of 2014.

The parallel taxiway eliminates the need to 'back' taxi on Runway 12/30 which is a safety concern. FAA design criteria notes that runways should have parallel taxiways to enhance operational safety and capacity (source: FAA Advisory Circular 150/5300-13, Airport Design). The parallel taxiway is included in the Conservation Management Agreement signed in 2001 and recommended in the 2006 Airport Master Plan.

The new taxiway will serve Runway 12/30 and will be approximately 3,600 feet long. The new taxiway pavement will be 35' wide and will have green in-pavement taxiway lighting on the centerline. The taxiway will be constructed with new pavement, base material and drainage. Grading adjacent to the taxiway will be required for drainage and to meet the FAA safety area criteria.

Discussion

The new taxiway will have an impact on some of the wildlife habitat within the designated conservation zones. Staff and the City's consultant, Jacobs Engineering, have coordinated with State and Federal agencies to approve a mitigation management plan to be implemented in phases over the next 5-10 years. This plan will be administered by the New Hampshire Department of Fish and Game. Once final mitigation costs are determined, the City will need to enter into an agreement with NHF&G to administer the Management Plan.

In the fall of 2013, the NHDOT received a grant from FAA for the total project cost (Phase I and Phase II) in the amount of \$3,031,847. If the City's FAA grant is approved, NHDOT will secure the funds and accelerate Phase II project construction pending appropriation of the local and State match.

Phase II work was bid in early January 2014 and the successful contractor is different than that of Phase I.

We have had discussions with both contractors and they are willing to work as a team on the construction of the entire taxiway. There are many benefits to this approach such as up to \$100,000 in project savings in a combination of construction and contract administration fees, eliminates a three month shut down of construction at the airport, allows for less frequent runway closures, reduces the disruption to day to day airport operations, and minimizes overall impact to the environmentally sensitive work area.

The grant application will be submitted to NHDOT by mid-March, pending City Council approval then following Phase II funding appropriation by the City Council construction would begin as soon as the weather allows. Construction would be completed early fall 2014.



CITY OF CONCORD

TAB

REPORT TO MAYOR AND THE CITY COUNCIL

DATE: February 26, 2014
FROM: Thomas J. Aspell, Jr., City Manager
SUBJECT: Citizen Comments

Recommendation:

Recommend City Council accept this report.

Background:

Attached for your information are citizen comments received during the past month.

/ss

Attachments

Andrus, Dan

From: David Hirsch <dhirsch@crhc.org>
Sent: Friday, February 07, 2014 6:18 AM
To: McIntire, Aaron
Cc: Andrus, Dan; Suzanne Prentiss
Subject: good day

Good morning,

I wanted to pass along my compliments to Mike Langille and crew for the great day they had yesterday. I was lucky to be on the receiving end of several very sick patients that they brought in and managed very well.

These included:

1. Witnessed cardiac arrest, found in VF, arrived in ED with a pulse. Survived cath lab to ICU so far.
2. STEMI from convenient MD urgent care. Successful stenting and alive in ICU so far.
3. Super sick DKA patient with respiratory compromise, pH of 6.9, HCO₃ of 3, sugar of 1200 that mike got to RSI in the trauma bay with me.

We got to share one of those days that makes it feel like we are really doing emergency medicine.

Thanks, have a good day.

David J. Hirsch, MD, MPH, FACEP
EMS Medical Director, Concord Hospital
Attending Emergency Physician, Concord Emergency Medical Associates
Concord, New Hampshire
dhirsch@crhc.org
(603) 227-7000, ext: 3594 (CEMA), 3608 (EMS)

**BOSCAWEN FIRE DEPARTMENT
116 NORTH MAIN STREET
BOSCAWEN, N.H. 03303-1123**



**RAY R. FISHER
FIRE CHIEF**

**TEL 603-753-9188
FAX 603-753-9183**

February 13, 2014

**Concord Fire Department
24 Horseshoe Pond
Concord, NH 03301**

The Town of Boscawen and the Boscawen Fire Department would like to thank you for your assistance with our recent flurry of structure fires. (Ross Express, 113 North Main and 16 Sweatt Street. Your quick response with equipment and manpower made a huge difference in the outcome in all these incidents.

When I think back a few years things might have been different but now it is a real pleasure to be able to have the City and my Town work so well together. Everyone benefits from this mutual aid.

Thanks again for your professional service. Could you please make sure the Manor station gets a copy of this letter.

Respectfully,


**Ray Fisher, Chief
Boscawen Fire Dept.**

**Cc: Chief Andrus
✓ Chief Toomy**

Duval, Carrie

Subject:

FW: Good Work

Re: MPO Matthew Nelson

From: Lahar Family [<mailto:ajlahar@ntelos.net>]

Sent: Friday, February 21, 2014 3:16 PM

To: Osgood, Bradley

Subject: Good Work

On February 20th my aunt, Melba Watterson of 28 Eastman St. in Concord called me in Virginia to say that she had received some documents asking for a copy of her driver's license. My aunt is 99 years old, soon to turn 100. It sounded like a scam to me so I asked your department to send an Officer to her home to examine the papers. An Officer responded and put her at ease by talking about his youth in York Me., a place that holds fond memories for my Aunt. He further examined the papers and determined that they represented a legitimate financial transaction that she had mishandled. He helped her call her insurance company and resolve the matter.

Your Officer then called me in Virginia to explain the situation. He was courteous and helpful in his demeanor. Foolishly, I failed to ask his name as I had another incoming call on hold when he reached me.

I retired from the Roanoke, Va. P.D. as a Lt. after 32 years and am aware of quality police service when I encounter it. This Officer did a fine job helping me and my elderly relative understand a situation that I could not resolve due to my distance from the problem. Please ask a member of your staff to determine this Officer's identity from your records and advise him that his efforts were exemplary and well received by the people he served.

I compliment you on the quality of your department.

Jeff Lahar
488 Quail Ridge Dr.
Fincastle, Va. 24090

**City of Concord – Collections Department
Customer Comment Cards Survey**

Results based on total comment cards received for February 2014

I received services related (circle all that apply):

Motor Vehicle (3)	Property Taxes (0)	Utility Payments (0)	Misc. Billing (0)
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Our staff was:	courteous (2)	knowledgeable (3)	professional (3)
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Other: Great bright personality!
All of the above.
Very friendly.

Our service was:	courteous (2)	knowledgeable (3)	professional (3)
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Other: All of the above.
Fast.

Comments and suggestions:

1. Eva is great! Get more of her.
2. Jan was so helpful amazingly happy with everything. Thank you very much!
Amazing!!
3. Awesome staff, much friendlier than any other office I've ever been to!

Results based on total surveys received for January 2014

***City of Concord – City Clerk's Office
Customer Service Survey***

I received services related to (circle all that apply): (Total surveys completed: (13)

City Council

Elections

Vital Records

Dog Licensing

()

()

(12)

()

Voter Registration

UCC Filings

Other: General Information

()

()

(1) Marriage License

Were you greeted promptly and friendly?

(Worst) 1 2 3 4 5 6 7 (Best)

() () () () () (1) (12)

Was your wait for service reasonable?

(Worst) 1 2 3 4 5 6 7 (Best)

() () () () () (1) (12)

Was the staff person knowledgeable?

(Worst) 1 2 3 4 5 6 7 (Best)

() () () () () (1) (12)

Was your transaction complete and accurate?

(Worst) 1 2 3 4 5 6 7 (Best)

() () () () () (1) (12)

Comments and suggestion

“Very courteous.”

“Very friendly! No improvements.”

“These ladies are awesome!”

“Keep up the great work. The staff in this office is always professional and courteous.”

“The ladies working here were so kind and helpful!”

“Friendly!”

“Excellent service.”

“Serve some warm cookies.”

“Suggestions...nothing. She was great.”



3-15

TAA

City of Concord, New Hampshire
CONCORD PUBLIC LIBRARY
45 GREEN STREET • 03301-4257

PATRICIA A. IMMEN
LIBRARY DIRECTOR
603-225-8670

TO: Honorable Mayor and City Council
FROM: Sandi Lee and Pamela Stauffacher, Interim Co-Library Directors
RE: Authorization to Accept Monetary Gifts Totaling \$6,056.57 as
Provided for Under the Preauthorization Granted by City Council
DATE: February 25, 2014

Recommendation

It is recommended that City Council approve the acceptance and expenditure of the gifts to the Concord Public Library cited below for the purpose indicated:

Donor	Amount	Purpose
Concord Public Library Patrons	\$568.50	Fees paid by patrons to replace lost and damaged library materials from 01/27/2014 through 02/21/2014
Concord Public Library Book Sale	\$882.07	Revenue from sale of used and donated books, audio materials and videos from 01/27/2014 through 02/21/2014
New Hampshire Humanities Council	\$241.00	Scholarship Stipend and Mileage for Russian Faberge Eggs program on April 15, 2014.
New Hampshire Charitable Foundation	\$1,765.00	Annual grant in support of Foundation Resource Collection.
Concord Public Library Foundation	\$2,600.00	Painting by Melissa Miller in recognition of Patricia Immen's service to the library.
TOTAL	\$6,056.57	

Background

1. Funds are requested to be expended under the authority established pursuant to Resolution #8120, adopted December 10, 2007.
2. The purpose of the gifts listed above is consistent with, and presents no conflict or obstacle to, the accomplishment of City Council goals, the Code of Ordinances, or the operating functions of the Concord Public Library.
3. No City match is required.
4. Funds have been received by the City of Concord, except as noted.
5. A letter of thanks on behalf of the City Council and the citizens of the City of Concord has been sent to donors listed above.

Discussion

Upon the City Council's approval of this report the materials indicated above will be ordered and placed in the Library's collection.

Cc: City Manager
Deputy City Manager for Finance
Controller
City Clerk



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Bradley C. Osgood
Chief of Police

City of Concord, New Hampshire

POLICE DEPARTMENT
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3-16

172

To: Honorable Mayor and City Council
From: Gregory S. Taylor – Acting Deputy Chief
Re: Authorization to accept grant funding from the NH Highway Safety Agency as provided for under the pre-authorization granted by City Council.
Date: March 3, 2014

Recommendation

It is recommended that City Council approve the acceptance of the below cited grants provided to the Concord Police Department by the NH Highway Safety Agency:

NH Highway Safety Grant Program	Amount	G/L Account
Downtown Pedestrian Safety Patrols	\$4,992.00	Project to be established
Loudon Rd. Enforcement Patrols	\$4,992.00	Project to be established
Concord DWI Patrols	\$5,616.00	Project to be established
Police Motorcycle Lease Funding	\$1,500.00	Project to be established
TOTAL	\$17,100.00	

Background

1. Funds are requested to be expended under the authority established pursuant to Resolution #8120, adopted December 10, 2007.
2. The grant applications for the purposes specified were approved by City Council per resolution #8707 adopted October 15, 2013.
3. The purpose of these grants as stated above is a condition of the grantor and is consistent with and presents no conflict or obstacle to the accomplishment of City Council goals, the code of ordinances, or the operating functions of the department.
4. The remaining lease amount for the police motorcycle has been accounted for in the Police Department's adopted FY 2014 budget. The remaining grant programs require no City match.
5. The New Hampshire Highway Safety Agency has accepted the authority granted by the City Council for the City Manager to enter into a grant or other agreement pursuant to the resolution cited in number one (1) above.
6. The Finance Director has approved the agreement providing for reimbursement of funds extended in advance by the City.

Discussion

The Concord Police Department has applied for grant funding provided through the NH Highway Safety Agency to fund programs designed to improve the safety of the City's roadways. Funding has been approved for the following four programs: Downtown Pedestrian Safety Patrols, Loudon Rd. Enforcement Patrols, DWI Patrols, and supplemental funding for the Department's Police Motorcycle lease. Funding provided by the NH Highway Safety Agency will reimburse

"Community Committed"

overtime costs associated with each of the enforcement programs. There is no city match for any of these enforcement grants. The remaining lease amount for the police motorcycle has been accounted for in the Police Department's FY 2014 budget. The following is a more detailed breakdown of each of these grant programs.

Loudon Rd. Enforcement Patrols: The Concord Police Department recognizes that the Loudon Road corridor continues to have the highest rate of motor vehicle accidents within the City. Loudon Road is a very busy and congested roadway with a mixture of commercial and residential buildings and complexes. Many of these complexes are located on the opposite side of the street from a large City park with summer pools. Many traffic violations, including speeding, pedestrian violations, red light violations, lane control violations, and disobedience to traffic control devices, occur on this roadway. This grant will allow for overtime funding for ten extra details of four hours each for two officers to specifically target motor vehicle operation related issues on Loudon Rd. between June 1 and August 31, 2014.

Downtown Pedestrian Safety Patrols: The Concord Police Department continues to strive to make the downtown area safe for both pedestrians and motorists. The downtown area of Concord is very congested during the daytime hours, with many business as well as state, county, and local government offices operating. As the State Capital, Concord has a daily influx of office workers and tourists, many of whom are unfamiliar with the community. The downtown merchants and many citizens of Concord continue to make complaints about the failure of motorists to yield to pedestrians, causing or nearly causing collisions. This grant will allow for overtime funding for ten extra details of four hours each for two officers specifically targeting these motor vehicle / pedestrian violations between June 1 and August 31, 2014.

Concord DWI Patrols: The Concord Police Department continues to strive to reduce the number of alcohol impaired drivers on the roadways of the City of Concord. A strong emphasis has been placed on impaired operator apprehension. The Concord Police Department has been awarded this grant through the New Hampshire Highway Safety Agency to compliment the efforts already in place by the Department to combat the issue of impaired operators. This grant will allow for overtime funding for fifteen (15) extra details of six (6) hours each for one officer specifically targeting DWI Enforcement in the City between March 1 and September 15, 2014.

Police Motorcycle: The Concord Police Department continues its commitment to making the roadways of the City safe for motorists, bicyclists, and pedestrians. The Department seeks to utilize the most productive means of accomplishing this goal, and to that end the Department has implemented a police motorcycle to its fleet of marked vehicles. The police motorcycle has primarily been used to address traffic concerns and safety issues. The Department began leasing a police motorcycle in the spring of 2013 through New England Police Vehicle Leasing. The Department will be entering into the second year of this lease. This grant provided through the NH Highway Safety Agency provides \$1,500 to be applied towards the lease expenses for year two for the police motorcycle. These funds may be expended between April 1, 2014 and September 30, 2014. The remainder of the lease amount, not covered by these grant funds, has been accounted for in the Department's adopted FY2014 budget.

It is the Concord Police Department's desire to use these initiatives, along with others, to make the City of Concord a safer place to live, play, and work. The Department's long term goal is to

change driving habits in order to reduce motor vehicle collisions and to draw more attention to improper driving habits through the media and high patrol visibility.

Cc: City Manager
Deputy City Manager for Finance
City Clerk



CITY OF CONCORD

TAA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Carlos P. Baña, Deputy City Manager—Development

DATE: February 19, 2014

SUBJECT: Overall Economic Development Performance (OEDP) Annual Report:
CY 2013

Recommendation

Accept the report.

Executive Summary

In 2013 Concord continued its stable economic standing seeing its ranking among 576 cities of between 10,000 and 50,000 in population remain at #1.¹ The data shows that this distinction is likely driven by such factors as sustained low unemployment, a municipal bond rating that was one of the best in the state, an upswing in primary home sales prices, overall strong retail occupancy levels, and improved construction permit values.

Housing

In 2013 Concord posted -9 net new housing starts which would have eclipsed the prior record of -3 set in 2012. While not the type of growth one would hope to see in the residential marketplace, it is important to note that the number masks the fact that there were 31 single family home units started in 2013. This demonstrates that there are significant investments being made in the community's residential inventory. This number is the highest since pre-recession 2007 in which there were 52 single family starts.

The median purchase price of all primary homes in Concord (inclusive of foreclosure sales, short sales, etc.) from January through September 2013 was \$199,500 up 12.7% from 2012. Within this number, condominiums saw the greatest appreciation in values with a year-to-year increase of 31.6%.

Despite the positive increase in median purchase price of all primary homes, this price level still lags as compared to the peak of \$227,000 in 2007. Total activity is also not what it was in the

past. For example, there were 255 transactions registered during the aforementioned 9 month time period in 2013. In 2005, for the year, there were 554 transactions registered.ⁱⁱ

Median Purchase Price of All Primary Homes		
<u>City</u>	<u>2013</u>	<u>2012</u>
Portsmouth	\$345,000	\$340,000
Dover	\$236,000	\$229,900
Lebanon	\$225,000	\$209,000
Nashua	\$222,000	\$193,333
Concord	\$199,500	\$177,000
Manchester	\$183,500	\$179,900
Keene	\$165,000	\$165,000

Rental apartment rents remained virtually unchanged in 2013 with the median monthly gross rents for two-bedroom units pegged at \$1,068 as compared with \$1,070 in 2012. The 2013 figure represents a 19.4% increase in median gross rent for these units since 2003.

Median Gross Rental Cost (2-Bedroom Units)		
<u>City</u>	<u>2013</u>	<u>2012</u>
Portsmouth	\$1,264	\$1,276
Lebanon	\$1,203	\$1,264
Nashua	\$1,199	\$1,225
Concord	\$1,068	\$1,070
Keene	\$1,064	\$1,046
Manchester	\$1,041	\$1,084
Dover	\$ 989	\$ 967

Unemployment

Concord's average 2013 unemployment rate of 4.8% was a slight decrease from the 4.9% in 2012. The state's overall rate for 2013 was 5.3%, a decline from 5.4% in 2012.ⁱⁱⁱ

New Hampshire Cities' Unemployment Rates		
<u>City</u>	<u>2013</u>	<u>2012</u>
Lebanon	3.4%	3.5%
Portsmouth	4.1%	4.3%
Dover	4.2%	4.7%
Concord	4.8%	4.9%
Keene	4.9%	5.0%
Manchester	5.6%	6.1%
Nashua	5.9%	6.2%

Building Permit Activity

448 building permits were issued in 2013 compared with 528 in 2012. Although the volume was down, the total construction value increased dramatically year-to-year from \$32,299,956 to \$63,811,855 in 2013. Notable large projects included the construction of a new central plant at Concord Hospital, the new SPCA facility, the Concord Boys and Girls Club, and the State of New Hampshire Tobey Building renovation.

Commercial Real Estate Market

Downtown Retail

A sidewalk survey of available ground floor retail/restaurant space was conducted on February 12, 2014. The area analyzed was bounded by Centre Street to the north; State Street to the west; and Storrs Street to the east and south. 182 total retail/restaurant bays were accounted for with 162 occupied and 20 vacant resulting in a vacancy rate of 10.9%. A similar survey one year ago registered a 10.3% vacancy.

Loudon Road/D'Amante Drive

The Loudon Road/D'Amante Drive corridor continued its pattern of strong retail occupancy. A survey of this area conducted on February 19, 2014 observed 145 retail/restaurant bays with only 7 vacancies for a vacancy rate of 4.8% (down from 5% in 2013). Of note in the last year was the opening of the Buffalo Wild Wings, El Rodeo Restaurant and ConcordMD.

Fort Eddy Road

Fort Eddy Road registered 39 retail/restaurant sites with 2 vacancies for a rate of 5.13%. This corridor is a prime site for national and regional retailers due to its strategic and visible location at I-93 Exit 14. In the past few months, City staff has been approached by a number of retail/restauranters seeking a Fort Eddy Road address.

Steeplegate Mall

On February 9, 2014, the *Concord Monitor* reported that 12 of 57 storefronts at the Steeplegate Mall were empty.^{iv} Stores that have left in the past year include Abercrombie & Fitch, New York & Company as well as food court tenants such as Burger King. The anchors—Sears, BonTon and JcPenny—remain and the Circuit City space has been used seasonally. As the *Monitor* article alluded to, and staff has observed, the mall appears not to be keeping step with the retail industry in terms of tenancy. It is an area that merits continued monitoring.

Office

Office vacancies citywide remained relatively unchanged in 2013 with only a slight uptick from 13.1% in 2012 to 13.3%. At year end, there was 313,532 square feet of unoccupied office space in Concord. By contrast, the same time period saw reduced vacancy rates for comparable I-93/Route 3 corridor cities of Manchester and Nashua with 11.8% and 12.5% respectively.

The average asking rent for office product in Concord stayed at \$14 per square foot (triple net) and—like last year-- remained the highest price point of any city in the state behind only Portsmouth. Portsmouth's average asking rent, however, increased from \$15 to \$16 in 2013.^v

Average Asking Office Rent Per Square Foot (NNN Leases)		
<u>Municipality</u>	<u>2013</u>	<u>2012</u>
Portsmouth	\$16.00	\$15.00
Concord	\$14.00	\$14.00
Salem	\$12.50	\$12.75
Londonderry	\$12.50	\$12.25
Bedford	\$12.50	\$12.00
Manchester	\$12.00	\$11.90
Nashua	\$12.00	\$11.50
Merrimack	\$12.00	\$11.25

Industrial

There were 379,066 square feet of non-leased industrial property in Concord at the end of 2013. The vacancy rate for industrial properties in Concord increased from 10.1% in 2012 to 14.4% in 2013. The average asking rent remained constant, year-to-year, at \$6.25.^{vi}

Average Asking Industrial Rent Per Square Foot (NNN)		
<u>City</u>	<u>2013</u>	<u>2012</u>
Hudson	\$6.40	\$6.30
Hooksett	\$6.25	\$6.50
Concord	\$6.25	\$6.25
Londonderry	\$5.50	\$6.25
Manchester	\$6.10	\$6.10
Bedford	\$6.00	\$6.15
Nashua	\$6.00	\$6.00
Bow	\$6.00	\$5.90
Derry	\$5.50	\$6.00
Londonderry	\$5.50	\$6.25
Merrimack	\$5.25	\$5.35

Outlook for 2014

For 2014, it is anticipated that the gross and net numbers of new housing will continue to improve as the City has already received interest from residential developers to break ground on recently approved or existing subdivisions.

The national retail marketplace continues to strengthen. There is nothing that has been observed in Concord that would appear to counter that trend. Based on preliminary input from retail site selectors and developers, the City should expect to see new retail/restaurant establishments open in 2014.

As for the Steeplegate Mall, although the mall does not appear to be performing to the levels that one would expect in light of the strong retail activity on the Heights and nationally, the City is not aware of any plans that would impact the facility's anchor tenants. The anchors typically provide the foundation for the tenancy of a shopping mall. It is hoped that the owners of the Mall—Rouse Properties—will live up to their pledge to “bring exciting, high quality retailers that will create a more enjoyable shopping experience.”^{vii}

No tremendous shifts in the office vacancy rate are expected, although any improvement to the national economy could have trickle down benefits locally.

New construction is expected to be stable in terms of volume but total value may be less due to the projected magnitude of the projects currently in the pipeline.

ⁱ “Economic Strength Rankings, 2013: Micropolitan Statistical Areas,” Policom Corporation.

ⁱⁱ “Median Purchase Price of Primary Homes,” and “Median Gross Rental Cost”—Municipal data from the New Hampshire Housing Finance Authority website.

ⁱⁱⁱ NH Department of Employment Security Unemployment Data from website. Please note, the 2012 number is different from what appeared in last year's OEDP report. The number contained herein was drawn from the most recent, updated data.

^{iv} “Mall Falls Behind its Peers,” by Megan Doyle, *Concord Monitor*, February 9, 2014, p. A1-A3.

^v “New Hampshire Market Outlook, 2014” CB Richard Ellis/New England, p.2.

^{vi} CB Richard Ellis, p.4.

^{vii} Statement by Rouse Properties spokesperson as cited in “Mall Falls Behind its Peers,” *Concord Monitor*, February 9, 2014, p. A1.



CITY OF CONCORD

T/A

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Carlos P. Baía, Deputy City Manager—Development

DATE: February 19, 2014

SUBJECT: USPS Request to Locate a 6-Unit Neighborhood Collection Box Unit at Corner of Cypress and Noyes Street

Recommendation

Accept this report for information that indicates that the City did not object to the USPS request for a mailbox to be located at the corner of Cypress and Noyes Street conditioned on USPS' coordination with the City's Engineering division.

Background

City Council received a letter from Nicole M. French, Postmaster for Concord, in early December that requested permission to locate a 6-unit neighborhood collection box unit at the corner of Noyes and Cypress Street. According to Ms. French, the unit was needed due to "recurring canine concerns" at a home on 5 Cornell Street which led the USPS to discontinue mail delivery service to all the homes on Cornell Street.

Discussion

Staff did not object to the USPS request on the condition that the USPS coordinate with the City's Engineering division to ensure that all "digsafe" protocols are followed and proper sight lines are maintained at this unit's proposed location.

A letter explaining this position was sent to Ms. French.



Bradley C. Osgood
Acting Chief of Police

City of Concord, New Hampshire

POLICE DEPARTMENT

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12A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Bradley C. Osgood, Acting Chief of Police
Concord Police Department

DATE: February 14, 2014

SUBJECT: Update on Panhandling in the City of Concord

Recommendation

Accept this report regarding a status update on City Ordinance 17-7-3; The Passing of Items to or from the Occupant of a Motor Vehicle on a Roadway, as well as a status update on Panhandling in the City of Concord.

Background

Over the past couple of years, the City of Concord has experienced a rise in calls for service regarding panhandlers and panhandlers in the roadways. To address this issue, in part, the City Council enacted an ordinance (17-7-3) on May 13, 2013 "to provide for the free flow of motor vehicle traffic on the roadways" and with the intention "to promote health, safety and welfare of citizens traveling by vehicle in the City."

Discussion

In calendar year 2013, Concord police officers responded to approximately 130 calls for service regarding panhandling incidents. Many were reported by concerned citizens while others were self-initiated by the patrol officers. Officers have taken enforcement action in several of the incidents and have provided dozens of warnings to violators as well. Of the enforcement actions taken by the police officers, at least six have been based upon the ordinance 17-7-3. Additionally, Concord police officers have been assisting business owners, especially in the Downtown area and on Ft. Eddy Rd., in serving Trespass Letters to numerous individuals who were engaging in panhandling on private property.

The matter of panhandling, especially aggressive panhandling and the passing of items to and from a motor vehicle on the roadway remains an important matter that Concord police officers will continue to address in 2014.



CITY OF CONCORD

JA

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Edward L. Roberge, PE, City Engineer

DATE: February 26, 2014

SUBJECT: Report from the City Engineer on the status of capital projects managed by the Engineering Services Division.

Recommendation

Accept this report from the City Engineer on the status of capital projects managed by the Engineering Services Division.

Background

As a follow-up to the annual report originally requested by City Administration in 2011, below is a detailed summary report outlining the status of capital projects managed by the Engineering Services Division and what is to be expected during the 2014 construction season.

Current Projects Active (Fiscal Year Approved)

CIP19 Loudon Road Corridor Improvements (2011/2014)

As its meeting in February 2014, the City Council appropriated grant funds and authorized the City Manager to enter into a municipal agreement with the NH Department of Transportation (NHDOT) and Federal Highway Administration (FHWA) for Highway Safety Improvement Program (HSIP) funding (90% Federal/10% Local). Engineering staff will begin the design and permitting process that will continue through 2014. Construction of the Loudon Road safety improvements is expected in early 2015.

CIP22 Sewalls Falls Bridge Reconstruction – Design (2012/2014)

Final design for the replacement bridge began in late 2013 and is expected to continue through most of 2014. McFarland-Johnson, Inc., the project design team, completed the Bridge Type, Size, and Location Study which will be presented before City Council along with the final project appropriation (construction funding) at the March 10, 2014 meeting. Project advertisement date is currently planned for November 1, 2014. Construction is expected to begin in early 2015 with a completion/opening on about October 2016.

CIP35 US Route 3 Corridor Improvements – Phase 5 Utilities (2013). Roadway (2014)

Engineering staff completed the design of the Phase 5 project area (Boscawen Town Line to Stark Street) which included 5 public review meetings throughout 2012 culminating in a final public review meeting in January 2013. At its meeting in January 2013, City Council accepted the staff report outlining the streetscape design elements preferred by the public, as well as a proposal to relocate overhead utilities within the Penacook Village area and complete necessary bridge improvements. Utility relocation work and the bridge repairs began last August and were substantially completed in late November. Private utility companies continue to complete necessary transfers and relocations and all work is expected to be completed prior to the start of the streetscape improvements.

Project plans, specifications, and contract documents for the Phase 5 project area (Boscawen Town Line to Stark Street) were advertised in early February and bids are scheduled to be opened in March. Street reconstruction is expected to begin in April and continue throughout the 2014 construction season. The final phase of the US Route 3 Corridor (North) Improvements Project is scheduled in the CIP program for FY2015 and if funded, would be completed in the 2015 construction season. Design is expected to begin summer 2014 for an early 2015 advertisement.

CIP40 Langley Parkway – Phase 3 Traffic and Environmental Impact Study (2011)

The traffic and environmental feasibility study to determine the project-related impacts of the Langley Parkway – Phase 3 project is nearly complete. Engineering staff, in consultation with Vanasse Hangen Brustlin, Inc. (VHB), the City's transportation planning consultant, completed conceptual designs of corridor alignment and intersections and concluded a public review process in late 2013. The final report of the study is under review by staff and is expected to be forwarded to City Council in early 2014. No action on this project is expected in 2014 – the design, permitting, and construction of the Langley Parkway – Phase 3 Improvements are scheduled in the out years of the CIP (2016-2018).

CIP73 Concord Airport – Design/Construct Parallel Taxiway 12/30 (2012/2014)

The design of the Parallel Taxiway to Runway 12/30 is complete along with the Runway Safety Determination Study. Appropriation of the FAA grant funding will be presented to City Council in April and if approved, construction of the new taxiway will commence in the spring of 2014.

CIP84 Water Main Cleaning and Lining Project – Hopkinton Road/Saw Mill Road (2014)

Final design has been completed for the Hopkinton Road/Saw Mill Road water main improvement project and the project will be advertised for bidding in March 2014. Construction is expected throughout the 2014 season.

CIP 91 Sewer Improvement Project (2013)

The cleaning and lining of sanitary sewer main on Village Street, Elm Street, Washington Street, Merrimack Street, Coral Street, Manchester Street, Webster Place and 1,700 feet of storm drain on North State Street was completed in the fall/winter of 2013. A small section of storm drain in the vicinity of the cemetery on North State Street and a cross country run in Memorial Field will be completed in the spring of 2014.

CIP283 Traffic Signal Improvement Project – Pleasant/Warren/Fruit Improvements (2013)

The study and design of upgraded traffic signal equipment and intersection operational improvements was begun by staff in mid-2012. Staff has developed conceptual alternatives for potential intersection improvements to conform with the 'complete streets' aspect of the city's Comprehensive Transportation Policy. Options were presented to TOC and TPAC in February 2013 and a final report accepted by City Council in May 2013 with recommendation that needed overall intersection improvements be deferred as a future project, and that the current project should be limited to minimal signal equipment upgrades needed to maintain current signal operation over the coming several years. Staff is currently designing the interim signal equipment upgrades with construction anticipated in the summer of 2014. Note also that development of this project is cognizant of the proposed pedestrian safety improvements to Warren Street as part of CIP380.

CIP283 Traffic Signal Improvement Project – Signal Coordination Improvements (2014)

Staff is currently designing signal hardware and signal coordination improvements at select intersections north and south of the downtown area. Work includes improvements at the North Main/Bouton/I-393 intersection including needed replacement of signal control cabinet and electronic equipment, installation of video detection and pedestrian crossing signal improvements. Construction will be done concurrently with the equipment upgrade for the Pleasant/Warren/Fruit intersection. Staff has also compiled intersection traffic counts in preparation of developing a traffic model for updating traffic signal coordination timings along the Manchester Street/Water Street/S. Main Street signalized corridor from Old Turnpike Road to Storrs Street/Perley Street. The objective of the coordination study is to optimize/update traffic operation patterns along the corridor using existing control equipment. Coordination updates will be performed by staff in late 2014.

CIP297 GIS – Tax Mapping Project – Phase 3 (2015)

Engineering staff has teamed with Planning and Assessing Division staff to complete the remapping of the City's tax maps. The second phase of the project was completed in early 2014 and focused on the northwest side of Concord (generally west of I-93 and to the north of Penacook Street). Engineering and Assessing staff is currently reviewing work plans for the Phase 3 portion of the project and is currently scheduled in the FY2015 CIP program. If funded, work on the project will begin in mid-2014 and continue through early 2015. The purpose of the project is to identify lot lines which will allow the new digital tax map to be tied directly into state-plane coordinates for the most accurate map quality.

CIP460 – Downtown Complete Streets Improvement Project (2013/2014)

In June 2012, City Council was notified by FHWA that Concord had been awarded the competitive TIGER grant for the design and construction of the Downtown Complete Streets Improvement Project. Final design through a public process including a Mayor appointed Project Advisory Committee (PAC) was completed in early-2013 and the project was advertised. In its initial offering, only one bid was received, in excess of the available project funds, so the bid was subsequently rejected. Following a review and modifications to plans and specifications, a second offering produced the same results. At its meeting in February 2014, City Council accepted a staff report outlining recommendations to make changes to project specifications that were considered to be too restrictive and limited

interest in the project, and authorized staff to develop alternative contracting methods to re-advertise the project.

Staff is currently developing a construction management/general contractor (CM/GC) request of proposals and expects to release the solicitation in early March 2014 (pending FHWA approval). A revised project schedule will be developed with the expectation that a contractor can be selected, project scope, budget, and schedule be developed, and construction begins in early 2014. Staff is expected to return to Council in April for an update on the status of the project.

NHDOT - Exit 12, US Route 3 Bridge Replacement Project (2015)

Staff will participate with NHDOT and provide design for the relocation of 500 feet of 12-inch water main that is required for the replacement of the existing bridge over I-93 at Exit 12. The design will be completed in the spring of 2014 with construction of the relocated water main scheduled for summer 2015.

I-393/Main Street/Horseshoe Pond Drainage Project (2015)

Staff will coordinate with NHDOT, the Society of New Hampshire Forests, and Horseshoe Pond stakeholders on a design solution to the substandard drainage system for Main Street and I-393 drainage basin. Although not currently in the City's CIP Program, staff will present a drainage improvement project in the FY2015 Capital Budget.

elr/E

cc: Carlos Baía, Deputy City Manager - Development
Martha Drukker, Associate Engineer
Rob Mack, Traffic Engineer
Jeff Warner, Project Manager/Civil Engineer
Phil Bilodeau, Deputy Director of General Services



3-21
TJA

CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Rebecca Hebert, Senior Planner

DATE: February 26, 2014

SUBJECT: Report regarding revisions to the lease agreements on City agricultural land

Recommendation

Accept the report.

Background

When the City acquired the agricultural land at the Gully Hill Conservation Area from the Bartlett Farm, the owners expressed an interest in exchanging land (42 acres) leased at the Gully Hill Conservation Area with a comparable amount of tillable acres on the City's land off of West Portsmouth Street. The purchase and sales agreement and the lease with the Bartlett Farm included provisions for this lease swap with the condition that the lessee of the West Portsmouth Street land also agreed to the exchange.

Green Gold Farm currently leases the agricultural land off of West Portsmouth Street and also leases land at the Gully Hill Conservation Area. The owner has agreed to the lease swap proposed by Bartlett Farm. The Bartlett lease at Gully Hill Conservation Area will be terminated and the City will enter into a new lease agreement with Bartlett Farm for approximately 48 acres of land off of West Portsmouth Street.

Green Gold Farm will amend their existing lease at the Gully Hill Conservation Area to include all of the available agricultural land (69 acres) and will retain their existing lease of approximately 16 acres of land at West Portsmouth Street. Green Gold Farm has requested a five year lease.

Discussion

This requested swap will consolidate leaseholds in the two areas of agricultural use creating a more efficient and cost effective operation for both farmers while still facilitating active farming on the properties. In addition the proposed lease swap will end the unlimited renewal clause on the Bartlett portion of the Gully Hill Conservation Area.

The Conservation Commission discussed the transfer of leaseholds and recommended that the City agree to the requested swap as it is consistent with the original provisions of the sale to the City and offers the agricultural consolidation referenced above.





Agricultural Land at Gully Hill Conservation Area

0 115 230 460 690 920
Feet





Agricultural Land at West Portsmouth Street Conservation Area

0 155 310 620 930 1,240 Feet





CITY OF CONCORD

TAA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Earle M. Chesley, P.E., General Services Director

DATE: February 24, 2014

SUBJECT: NH Department of Environmental Services (DES) Leak Detection Surveys & Environmental Protection Agency (EPA) WaterSense Promotion Partnership

Recommendation

Accept this report relative to the merits of the New Hampshire DES Free Leak Detection Surveys and the United States EPA WaterSense Program. Authorize the City Manager to accept the free leak detection survey from NH DES and enter into a promotional partnership agreement with the US EPA.

Background

Recently the City hired a water conservation technician to create and implement a leak detection and conservation plan for the City. During the indoctrination period, our new technician was exposed to all aspects of the water distribution system; learning and interpreting the City Geographic Information System (GIS) database, metering and the testing of meters, backflow inspection and testing, water main flushing and hydrant repair, and using leak noise correlators in the field for surveys to detect leaks. The Water Conservation Technician also participated in three significant events this past summer; NH Water Festival & Science Fair at the water treatment plant on Hutchins Street, Market Days 2013 on Main St. and National Night Out's Touch-A-Truck event. The common theme in all of these hands-on and public activities has been to raise the water conservation awareness.

In July of 2013, the NH DES Water Conservation Program solicited all public water systems to apply for free leak detection surveys. Their goal was to provide municipalities expertise and manpower to proactively find leaks before disasters occur and reduce non-revenue water losses. The City of Concord submitted three areas in Concord that would benefit from a thorough survey. On December 27th, Concord was one out of twenty three systems chosen as a recipient for the free funding.

WaterSense is an EPA brand awareness and public commitment to conserving water in this nation. Since inception in 2006, 487 billion gallons of water have been saved. Devices and fixtures that bear the WaterSense logo have undergone rigorous third party testing and verification that they meet or exceed water conservation standards without sacrificing performance. Consumers can expect reductions in water use with only minor investments in kitchen, bath and outdoor irrigation applications. Public conservation efforts such as these will help the growing City of Concord meet the demand for clean and affordable water.

Discussion

The NH DES Free Leak Detection Survey is a resource that will allow over a quarter of the City's miles of water main to be thoroughly and professionally monitored for leaks using the latest digital technology. Three areas in particular will be covered: Northern Penacook, the Auburn Street Tank Extra High Service (EHS) area and the Manchester Street /Airport Road /Old Turnpike Road business triangle.

Results from the free leak detection surveys will be reported to the NH DES Water Conservation Program to track water conservation efforts throughout the State. This data will also help the City of Concord with the annual water audit and on-going leak detection program. The contractor chosen by NH DES will also become a resource for Concord and possibly will assist water conservation efforts in the future.

The US EPA WaterSense program will also allow Concord to advance conservation to the next level. By utilizing resources, already researched and financed by the EPA, public awareness and outreach will be strengthened. These informational materials and logos will bind the relationship for the city between conservation outreach and what investments the public should purchase to produce water conservation results.

With the promotional partnership, the City will be allowed to reproduce the signature logo and other promotional materials provided increasing brand awareness for all the water system users. A line of communication between both parties will be established to share data and experiences with the WaterSense program.

Both programs are important opportunities for Concord to increase water conservation and continue to validate the existence of Concord's water conservation technician.



CITY OF CONCORD

TJA

REPORT TO CITY MANAGER, FINANCIAL STATEMENTS

FROM: Brian LeBrun – Deputy City Manager Finance
DATE: February 14, 2014
SUBJECT: January Fiscal Year to Date 2014 Financial Statements

The attached financial statements for the period ending January 31, 2014 represent 58.3% of the elapsed Fiscal Year 2014. The highlights of the City's financial status for this time period are represented by fund or groups of funds below. Comparisons are being made to the FY14 adopted budget or previous year FY13 same period results.

General Fund

Revenues:

- 1) Year-to-date, most revenue items on track with budget. Trends that develop will be identified as early as possible. Other notable items are listed below.
- 2) Finance
 - a. MV Registration and Title: Seven months into the fiscal year, this line is just slightly short of target at 57%, compared to budget and ahead of FY13 same time period by \$53,000. It is important to note that in July, 2012 \$115,100 was deferred from FY12 and recorded as revenue for FY13. A similar deferral did not occur from FY13 to FY14.
 - b. Insurance Distributions and Credits: Again for FY14, the City received a premium holiday from Primex for worker's compensation insurance. The amount increased to \$327,700 or \$12,600 more than the amount received in FY13. While this credit was a reduction of the net bill submitted to the City of Concord, it was for premiums paid in previous years and recorded as revenue for FY14. \$300,000 of this amount is being used as estimated revenue for the TY13 tax rate setting in order to increase the amount of overlay. Therefore, only \$27,700 will be a factor in surplus at the end of Fiscal Year 2014.

3) Police

- a. Special Police Duty Services and Cruiser Rental Fees: Seven months into the fiscal year, these lines have received 96% and 170% of their budgeted revenue. The offset is that Police Department's overtime line is ahead of budget for this time of year.

4) Fire

- a. US Dep of Homeland Security/FEMA: collected \$17,200 as reimbursement for the deployment of a Concord Fire Officer. This is offset through wage and benefit payments of a similar amount.
- b. Ambulance Service Charge: this line is 58% collected year to date and \$51,900 behind Fiscal Year 2013.

5) CD

- a. Building, Electrical, Mechanical and Plumbing permits collectively are 87.2% collected as of January 31, 2013 and \$255,400 ahead of last year, same time period. This includes a \$61,200 deferral from Fiscal Year 2013.
- b. Review Fee – Site Plans: this line is 117% collected and \$9,100 ahead of Fiscal Year 2013.

6) Recreation

- a. Miscellaneous Services: this line is 44% collected and \$22,600 behind Fiscal Year 2013.
- b. Building/Facility Lease Rental or Use: these lines are 45.2% collected and \$11,100 behind Fiscal Year 2013.

Expenses:

1. Year-to-date most, expense items are on track with budget. Trends that develop will be identified as early as possible. It is important to recognize when reading these financial statements that FY14 has 52 pay periods. January represents 30 of 52 payrolls elapsed or 58%. This is the ratio that is important to use to compare wage lines to budget. Expenses for Snow and Ice Control operations and Human Services Special Programs are being tracked very closely. Additional details and other notable items are listed below.
2. Surplus – It is important to identify that management fully expects the regular General Fund Operations to end the year within budget or with a surplus! However, this note identifies issues in the General Fund financial statements that will likely contribute to the fund finishing Fiscal Year 2014 without a “real” surplus. Although this most likely will occur, it is also anticipated that the Unassigned Fund Balance will increase at the close of Fiscal Year 2014, still exceeding the City's Unassigned Fund Balance Goal of 17.5%
 - a. In January 2014, the City Council approved the use of \$1,553,788.14 from Assigned Fund Balance to support additional Allowance for Abatements (Overlay), transfer to reserves and one time operational expenses. This amount is significantly more than the amounts approved in the last two fiscal years. It is important to note that the use of any category of fund balance does not result in a transfer of funds as revenue to the operating budget, and instead is adjusted at year end as part of “closing the books” which results in a an increase or decrease in fund balance. The \$1,553,788.14 use of Assigned Fund Balance includes

\$1,008,788.14 to support additional Allowance for Abatements, and is shown as a reduction to the FY14 Property Tax Revenue line.

- b. It is a very real possibility that additional revenues or reduced expenses from the General Fund operating budget will not result in the same \$1,553,788.14 used from Assigned Fund Balance. This is part of the overall planned management of the level of the Unassigned Fund Balance that the City maintains from year to year. This is the same issue that was discussed with the City's Fiscal Policy Advisory Committee (FPAC) at its November FPAC meeting. It is also very important that City Administration continues to manage the adopted operational budgets to end the year within appropriated amounts.
3. Leaves with Fringe – This line in the General Services, Community Development and Parks and Recreation Departments have a zero revised budget and no year-to-date expenses reported. This is part of the overall change eliminating the estimated Leaves with Fringe account and showing all actual wage and benefits expenses in the regular wage and benefits lines.
4. General Liability Insurance – General liability insurance has been charged for the full year in July. This is a change in practice from previous years and is now the same as how auto and property insurances are charged.
5. Legal
 - a. Prof & Tech Serv – Tax & Assessing: this line is 155% spent year-to-date or \$41,500 including encumbrances due to the number and complexity of cases the department is working on and is expected to increase further as the year progresses.
6. Assessing
 - a. Prof & Tech Serv – Tax & Assessing: this line is 96% spent year-to-date or \$19,100 including encumbrances and with a higher number of appeals the department is working on, it is anticipated that this amount will increase as the fiscal year progresses.
7. Police
 - a. Overtime: Seven months into the fiscal year, this line is 101% spent. The offset is that the Police Department's revenue lines for Special Duty Services and Cruiser Rental Fee are ahead of revenue projections year-to-date.
8. General Services
 - a. Snow and Ice Control cost center – As of January 31, overtime is 104% spent or \$92,600 more than Fiscal Year 2013; Other services are 97% spent and Other Supplies and Equipment are 87% spent and \$97,500 more than same time period in Fiscal Year 2013. Overall this cost center is 80% spent year-to-date and \$269,100 more than last year same time period. It is important to keep in mind that this report does not include the cost of the four events that have occurred

since January 26, 2014. This cost center will be very closely monitored as the winter season progresses

9. Human Services

- a. Special Programs, this line is 54% spent year-to-date which is within budget. It is also \$25,200 ahead of Fiscal Year 2013 same time period and will be monitored closely for the remainder of the fiscal year.

Major Enterprise and Special Revenue Funds:

Engineering Inspections Fund

No significant issues to discuss at this time.

Parking Fund

No significant issues to discuss at this time.

Airport Fund

No significant issues to discuss at this time.

Golf Course Fund

Seven months into the fiscal year, the Golf Fund is reporting small gains compared to the same time period in fiscal year 2013. Notable operating revenue items are ahead of FY13 in several categories; Daily Fees ahead by \$17,700, Cart Rental ahead by \$10,900, Driving Range ahead by \$2,100 and Pro-shop Sales & Rentals (new revenue) \$74,400. Additionally, Wages and benefits are ahead of FY13 by \$100,300, Prof & Tech Services are down by \$33,100 and Cost of Goods Sold (new cost) is \$35,900.

Arena Fund

No significant issues to discuss at this time.

Solid Waste Fund

No significant issues to discuss at this time.

Water Fund

No significant issues to discuss at this time.

Sewer Fund

No significant issues to discuss at this time.

All departments do a great job of monitoring their individual divisions and departments. These statements, which as provided in this format on a monthly basis, will help articulate how the City is doing overall as the fiscal year progresses. Please give me a call if there are any questions or if you simply want to discuss the statements in general.



CITY OF CONCORD

TJA

Report to Council

FROM: Brian G. LeBrun, Deputy City Manager-Finance
DATE: February 19, 2014
SUBJECT: Finance Department Staffing Changes

Recommendation

Accept this report regarding staffing changes in the Finance Department to eliminate the Accounting Department Fiscal Supervisor position, labor grade 14 (Max pay \$25.35/hr) and add a Fiscal Tech III position, labor grade 12 (Max pay \$22.95/hr); and to change the Office of Management and Budget Division Administrative Assistant position, labor grade 13 (Max pay \$24.80/hr) to a Fiscal Tech III position, labor grade 12 (Max pay \$22.95/hr). The net financial impact of these changes is an annualized savings to the City of more than \$25,000.

Background

Since April 12, 2010 the Finance Department as a whole has been working towards continued simplification in processes and procedures that have already led to implementing the budget module in the City's ERP system, instead of a stand-alone database, implementation of a position control and budget module, shorter budget meetings, monthly financial reports and other simplified daily processes. The result of the changes to date is that other departments are able to focus more time on their core missions. The changes described here continue to work in this same direction of increased efficiency.

Discussion

Recently the Finance Department realized two employee resignations, the Accounting Department Fiscal Supervisor and the Accounts Payable Fiscal Tech III. Under the City Manager's direction, whenever a position becomes vacant, departments are directed to fully review the position to determine if the responsibilities can be accomplished in a better way. A meeting was held with the City Manager and his review committee and it was determined that changing the positions to better serve the department was the appropriate course of action.

By eliminating the Fiscal Supervisor position and adding another Fiscal Tech III, some responsibilities that are suitable for a Fiscal Tech and currently handled by the City's Accountant and Sr. Accountant can be delegated to the Fiscal Tech III position. This will allow the Assistant

Finance Director to delegate additional responsibilities to the two accountants and provide time for the Assistant Finance Director to work on more critical issues. All staff (5 employees) will now report directly to the Assistant Finance Director. The newly created Fiscal Tech III position will also help support other Finance Department operations including tasks assigned by the Director of (OMB).

The second, changing the part-time OMB Administrative Assistant to a part-time Fiscal Tech III is due in part to the City Hall Finance Department moves. With the Deputy City Manager – Finance soon to be located on the second floor, the City Manager's Administrative Assistant will now also support the Deputy City Manager – Finance. The part-time Fiscal Tech III position will better suit the fiscal responsibilities necessary to assist the OMB Director.

With these changes (reduced labor grades), the number of hours and full-time equivalent positions will remain exactly the same (no increase) and the annual savings will be more than \$25,000.

cc: City Manager



CITY OF CONCORD

TAA

Report to Council

FROM: Brian LeBrun – Deputy City Manager Finance

DATE: February 22, 2014

SUBJECT: Report on FY 2015 Proforma Model

Recommendation

Accept this report on the General Fund Proforma Model for FY 2015 - 2019.

Background

Each year City Administration has prepared the General Fund Proforma Model in advance of the upcoming fiscal year's budget presentation. This model presents the initial expense and revenue projections as well as a tax rate increase for next tax year. The report also identifies the dollar amount of changes necessary to the budget in process in order to meet a certain level of tax rate increase.

Discussion

The February 2014 General Fund Proforma Model was distributed to FPAC and discussed at its February 20th meeting, although a quorum of the committee was not present. The report projects a 10.1% tax rate increase for Fiscal Year 2015 and somewhat smaller increases for FY 2016-19. Included in this model are projections of revenue and expense changes in all categories of the City's General Fund budget. The expense and revenue assumptions and actual projected dollar amounts can be found on the attached spreadsheets.

A few of the cost/revenue drivers to this model are:

- 1) General wage and benefit increases.
- 2) Utility increases (both natural gas and electricity rates are expected to increase an average of 30-35% by January 2015 as current contracts expire),
- 3) Other Post Employment Benefits (OPEB) funding.
- 4) Increased debt service costs years as the City approves more capital bonded projects.
Currently, each \$1 million of bonded projects increases debt service costs in the first year of approximately \$80,000 in the first year.
- 5) Revenues overall are remaining relatively stagnant.
- 6) Motor Vehicle Registrations – increasing slightly but no major gains.

- 7) State revenues – remaining flat.
- 8) Transfers from other sources and trust reserves will be reduced in FY 2015 and more in future years.

In addition to increasing expenses and flat revenues, new real growth in assessed valuation is projected at no growth in FY15 and 16 and .25% for future years.

The result of these items is an ongoing need to manage expenditures including debt service costs with only a small amount of real growth and a stagnant revenue stream.

cc: City Manager

Fund 11

Account Type	FY11 Budget	FY12 Budget	FY13 Budget	FY14 Budget	FY15 Projection	FY16 Projection	FY17 Projection	FY18 Projection
Expenses								
Compensation	22,699,478	23,390,665	24,033,595	25,211,178	26,345,681	27,531,237	29,045,455	30,642,955
Fringe Benefits	2,016,808	2,117,296	2,256,882	1,695,918	1,780,714	1,860,846	1,963,193	2,071,168
Retirement	2,812,543	3,663,961	4,361,678	4,600,376	4,361,678	5,152,421	5,667,663	6,177,753
Beneflex	6,002,470	6,082,170	6,624,540	7,106,080	7,674,566	8,442,023	9,286,225	10,214,848
Health Insurance - Retiree	650,000	2,484,610	2,382,240	2,192,900	2,236,758	2,327,123	2,373,665	2,611,032
Allocated Costs	(568,180)	(613,890)	(676,470)	(689,999)	(703,793)	(724,913)	(759,375)	(795,910)
Supplies	2,174,185	2,275,550	2,393,770	2,461,715	2,582,115	2,646,668	2,739,302	2,848,874
Outside Services	1,851,010	1,858,809	1,979,619	2,146,221	2,219,951	2,275,450	2,355,091	2,449,294
Miscellaneous	1,137,590	1,119,430	1,243,130	1,065,630	1,117,749	1,145,693	1,185,792	1,233,224
Utilities	1,164,670	1,088,375	1,176,045	1,209,856	1,369,477	1,552,987	1,630,636	1,712,168
Insurance	414,348	432,306	462,892	510,116	545,825	589,491	618,965	649,913
Capital Outlay	230,500	197,070	165,080	196,600	191,000	177,000	103,000	189,000
Transfers Out	864,115	797,593	724,520	645,500	492,400	225,100	390,800	453,600
Transfers Out-Solid Waste Fund	1,410,000	1,410,000	1,219,130	1,219,130	1,219,130	1,219,130	1,219,130	1,219,130
Transfers Out-Trust OPEB	-	-	-	900,000	1,000,000	1,000,000	1,000,000	1,000,000
Debt Service	4,500,000	4,544,206	4,513,110	4,980,300	5,453,525	6,277,705	6,910,000	7,294,940
Expenses Total	47,293,015	50,914,738	53,454,032	56,204,717	58,805,758	61,775,609	65,817,218	70,058,132
Debt Services as a percentage of Total Expenditures	9.5%	8.9%	9.3%	9.6%	9.3%	10.2%	10.5%	10.4%
Revenue								
Programs, Services & Products	1,809,000	1,850,094	1,972,118	2,011,560	2,051,790	2,077,310	2,113,760	2,156,040
Ambulance Service Charge	1,200,000	1,150,000	1,375,000	1,375,000	1,402,500	1,402,500	1,402,500	1,402,500
Fines, Penalties & Costs	1,007,500	773,500	661,200	667,810	681,170	681,170	687,980	687,980
Franchise Fee	670,000	700,000	730,000	730,000	730,000	730,000	744,600	759,490
Intergovernmental-Federal	20,000	95,000	135,500	114,000	114,000	114,000	114,000	114,000
Intergovernmental-Local	566,861	590,048	617,210	678,180	678,180	678,180	691,740	705,570
Intergovernmental-State	171,337	176,000	125,900	164,430	124,430	124,430	126,920	107,880
Rooms and Meals Tax	1,880,000	1,880,000	1,896,000	1,896,000	1,896,000	1,896,000	1,896,000	1,896,000
Highway Block Grant	866,210	867,017	756,590	750,000	750,000	750,000	750,000	750,000
Investment Income	147,500	98,380	60,000	50,000	51,000	52,020	57,220	58,940
Licenses and Permits	1,027,265	1,062,184	882,715	944,510	963,400	992,300	1,022,070	1,042,510
Donations	10,000	10,300	1,500	1,500	1,500	1,610	1,770	1,750





CITY OF CONCORD

17A

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Carlos P. Baía, Deputy City Manager—Development

DATE: February 21, 2014

SUBJECT: Response to Council referral concerning request by property owner at 95 Loudon Road to discontinue an existing residential driveway to Loudon Road and instead develop a lot-line adjustment on an adjacent city-owned parcel to enable a driveway connection to Thomas Street

Recommendation

Deny the request as the property owner has other access options and the City-owned parcel in question is needed for the staging of equipment and materials during Loudon Road construction and maintenance.

Background

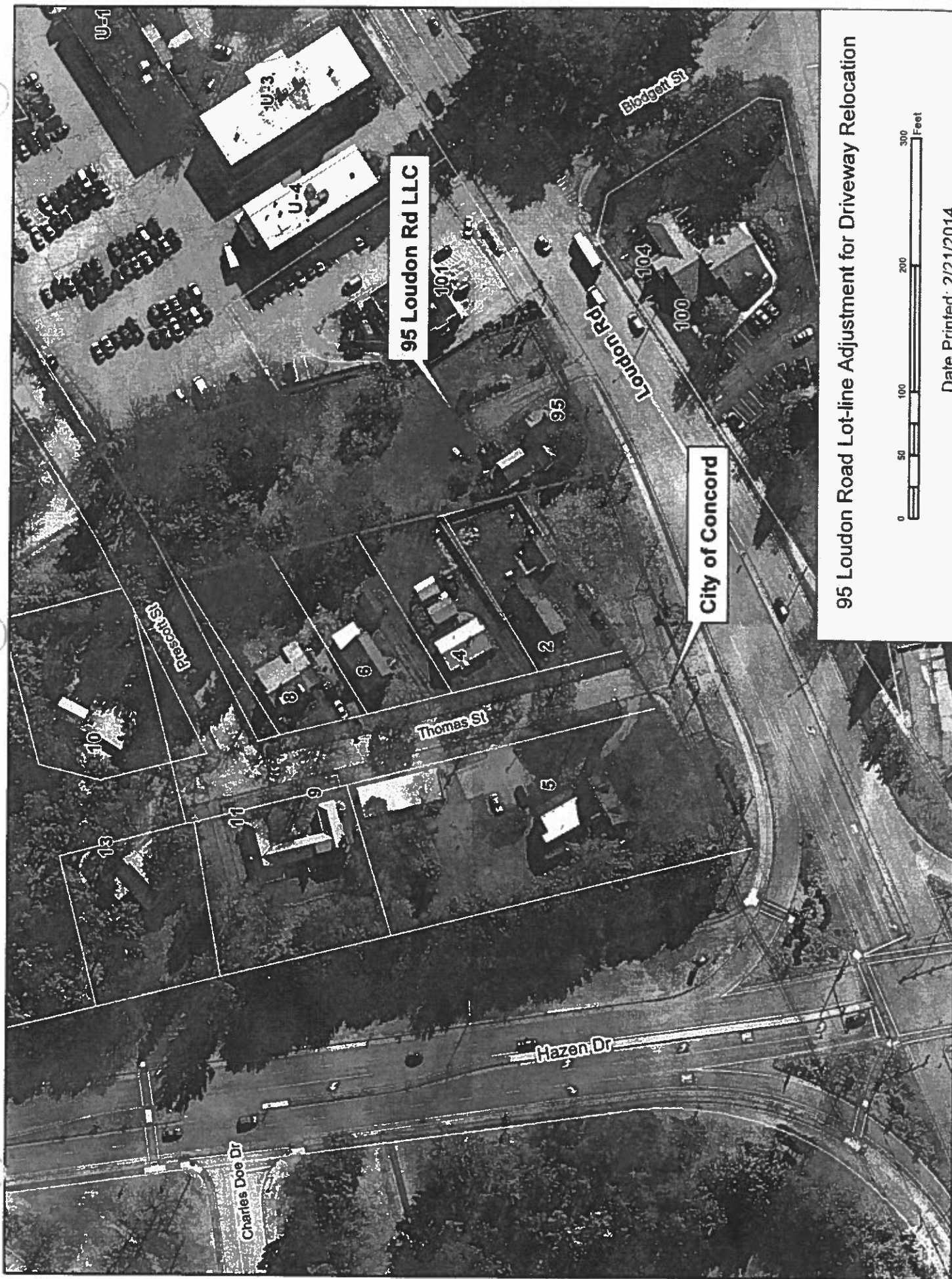
The property owner would like to pursue a lot-line adjustment to allow the residential house at the aforementioned address to have new driveway access to the southerly end of Thomas Street via a city-owned parcel that lies between Thomas Street and Loudon Road. If approved, Mr. Ferrante would permanently close off the existing Loudon Road driveway to this house, but would like to retain the option of a future right-turn-in driveway to the parcel at #95 that might accommodate future site redevelopment.

Discussion

The City's Traffic Operations Committee (TOC) reviewed this request. The City parcel, in question, is a remnant of the NHDOT construction of the Loudon Road/Hazen Drive intersection. The TOC generally supported the removal of the existing residential driveway on Loudon Road as consistent with corridor access-management goals. However, it was noted that the request is subject to reopening a future Loudon Road driveway access to the property at the same location. Potential site access directly to Prescott Street where the property has existing

frontage was discussed as a more direct option to obviate the need to use the city parcel or potentially impact Thomas Street.

Most importantly, the City should retain full rights to its existing parcel for potential use in corridor maintenance and construction. There are few, if any, places along the Loudon Road corridor to stage equipment or materials for road or utility construction or other incident management. This parcel had been instrumental as a key staging area for the recent water main reconstruction project and will be critical to the Loudon Road improvement project, CIP #19.



95 Loudon Road Lot-line Adjustment for Driveway Relocation

Ben 2/26/14
3-27

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION TRANSFERRING THE SUM OF ONE HUNDRED TEN THOUSAND FIVE HUNDRED DOLLARS (\$110,500) FROM CONTINGENCY TO GENERAL SERVICES SNOW AND ICE CONTROL ACCOUNTS

The City of Concord resolves as follows:

WHEREAS, the FY 2014 Adopted Budget provided funding for an average number of treatable snow and ice events; and

WHEREAS, as of February 24, 2014, the number of treatable events has exceeded expectations and depleted funds in the General Services Department's Snow and Ice Control account; and

WHEREAS, the FY 2014 Adopted Budget allowed \$110,500 in Contingency to help offset unexpected events, including excessive winter maintenance needs; and

WHEREAS, funds for these purposes were provided for in the Contingency account, in the Miscellaneous Section of the FY 2014 adopted budget;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

1. Contingency in the sum of\$ 110,500
be and is hereby transferred as follows:

General Fund

General Services Snow and Ice Control

Other Supplies and Equipment\$ 50,000

Overtime and related benefits\$ 60,500

Total\$ 110,500

2. This resolution shall take effect upon its passage.



CITY OF CONCORD

17A C

CONSENT REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Brian G. LeBrun, Deputy City Manager Finance
DATE: February 24, 2014
SUBJECT: Snow and Ice Control transfer from Contingency

Recommendation

Accept this report and adopt the transfer resolution.

Background

Each year presents a unique set of circumstances for winter maintenance and the management of the General Services Department's Snow and Ice Control budget. Some years, when winter storms or treatable events are light, the Department is able to manage with adopted budget constraints. Other years, when winter storms and treatable events occur more often, the budget is strained and the Department is unable to manage services within the adopted budget constraints. Not knowing which year will present itself when the City Council adopts the budget in June, an allocation of funds is set aside in contingency for unexpected purposes, including supporting overspending in Snow and Ice Control and Human Services Special Programs.

For FY 2014, the City allocated \$110,500 in contingency for such purposes.

Discussion

As of February 28, 2014, the Snow and Ice Control budget has recorded expenditures and encumbrances of \$1,063,800, compared to a revised budget of \$1,103,588, leaving a balance of only \$39,800 for the remainder of the winter season. More specifically, overtime is over expended by \$62,300, plus related benefits; and only \$31,300 remains unexpended or unencumbered in the supplies account with 1,500 tons of salt still needed to be purchased.

The attached resolution authorizes the transfer of \$110,500 from contingency to Snow and Ice Control Other Supplies and Equipment (\$50,000) and the balance to Overtime and related fringe benefits (\$60,500). Even with this transfer, overtime wages will remain over budget due to events not yet reflected in the February 24 financial report and any additional storm related events still to occur. This additional over expenditure will be offset by other unexpended funds in other accounts or may require an additional supplemental appropriation. All accounts will continue to be closely monitored through the remainder of the fiscal year.

Em 2/28/14
3-28

CITY OF CONCORD

In the year of our Lord two thousand fourteen

RESOLUTION

AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO THE FEDERAL AVIATION ADMINISTRATION (FAA) AND THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT), DIVISION OF AERONAUTICS, FOR UP TO THREE HUNDRED FORTY THOUSAND DOLLARS (\$340,000) IN GRANT FUNDS FOR THE PURPOSE OF PURCHASING A NEW FRONT END LOADER FOR THE CONCORD MUNICIPAL AIRPORT.

The City of Concord resolves as follows:

- WHEREAS,** the City of Concord is eligible to apply and receive funding to purchase a new front end loader, complete with bucket and runway plows, as described in the FY 2014 Capital Improvement Program and Budget as Project #77; and
- WHEREAS,** the existing airport loader was purchased in 1998 and is in need of replacement and eligible for grant; and
- WHEREAS,** should the City's application for this purpose be accepted, project funding would be allocated as follows: \$306,000 (90%) Federal share, \$17,000 (5%) State share, and \$17,000 (5%) City share; and
- WHEREAS,** the Airport Advisory Committee recommends that the City Council approve this grant application and acceptance;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

1. The City Council has authorized the City Manager to submit the necessary grant application and accept the grant, once approved, to the State of New Hampshire, Bureau of Aeronautics.
2. This resolution shall take effect upon its passage.



CITY OF CONCORD

12A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Martha Drukker, Associate Engineer

DATE: February 28, 2014

SUBJECT: Municipal Airport Grant Application – CIP #77, Snow Removal Equipment, Front End Loader

Recommendation

Authorize the City Manager to submit an application to the New Hampshire Department of Transportation (NHDOT), Division of Aeronautics, for up to \$340,000 in grant funds for the purpose of purchasing a new front end loader, complete with bucket and runway plows, as programmed in the Capital Budget.

Background

The City will be applying for a grant to the NHDOT on April 1, 2014 to purchase a front end loader. The requested funding of up to \$340,000 will be allocated as follows: 90% Federal share (\$306,000), 5% State share (\$17,000), and 5% City share (\$17,000).

The existing loader was purchased with State and Federal funds in 1998 and is in need of replacement. This piece of equipment meets the requirements to be eligible for Federal funding.

Discussion

The cost increase for the purchase of this piece of equipment, as compared to that estimated for the FY 2014 budget, is due to more stringent EPA fuel emissions requirements.

Upon grant award, the City Manager will be authorized to enter into an agreement with NHDOT to provide overall project administration.

3-29
Bm
3/3/14

CITY OF CONCORD

In the year of our Lord two thousand fourteen

RESOLUTION

AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION TO THE FEDERAL AVIATION ADMINISTRATION (FAA) AND THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT), DIVISION OF AERONAUTICS, FOR UP TO ONE MILLION EIGHT HUNDRED THIRTY THOUSAND EIGHT HUNDRED SIXTY ONE DOLLARS (\$1,830,861) IN GRANT FUNDS FOR THE PURPOSE OF CONSTRUCTING THE WESTERLY PORTION OF THE PARALLEL TAXIWAY FOR RUNWAY 12/30 AT THE CONCORD MUNICIPAL AIRPORT.

The City of Concord resolves as follows:

- WHEREAS,** the City of Concord is eligible to apply and receive funding for the construction of a portion of the parallel taxiway as described in FY 2015 Capital Improvement Program and Budget as Project #73; and
- WHEREAS,** the FAA has requested the City accelerate the construction of the taxiway at the airport to comply with safety requirements; and
- WHEREAS,** should the City's application for this purpose be accepted, project funding would be allocated as follows: \$1,647,775 (90%) Federal share, \$91,543 (5%) State share and \$91,543 (5%) City share; and
- WHEREAS,** the Airport Advisory Committee recommends that the City Council approve this grant application and acceptance;

NOW, THEREFORE, BE IT RESOLVED by the City Council of City of Concord that:

1. The City Council has authorized the City Manager to submit the necessary grant application and accept the grant, once approved, to the State of New Hampshire, Bureau of Aeronautics.
2. This resolution shall take effect upon its passage.





CITY OF CONCORD

FA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Martha Drukker, Associate Engineer

DATE: February 28, 2014

SUBJECT: Municipal Airport Grant Application – CIP #73, Construct Parallel Taxiway 12/30, Phase II

Recommendation

Authorize the City Manager to submit a grant application to the New Hampshire Department of Transportation (NHDOT), Division of Aeronautics, for up to \$1,830,861 in grant funds for the purpose of constructing the westerly portion of the parallel taxiway for Runway 12/30, as programmed in the Capital Budget.

Background

In mid-March, the City will be applying for a grant to the NHDOT to construct a parallel taxiway B for Runway 12/30. The requested funding of up to \$1,830,861, of which 90% is the Federal share (\$1,647,775), 5% is the State share (\$91,543) and 5% is the City share (\$91,543).

The parallel taxiway eliminates the need to 'back' taxi on Runway 12/30 which is a safety concern. FAA design criteria notes that runways should have parallel taxiways to enhance operational safety and capacity (Source: FAA Advisory Circular 150/5300-13, Airport Design). The parallel taxiway is included in the Conservation Management Agreement signed in 2001 and recommended in the 2006 Master Plan.

Discussion

The new taxiway will serve Runway 12/30 and will be approximately 3,600 feet long. The new taxiway pavement will be 35' wide and will have green in-pavement taxiway lighting on the centerline. The taxiway will be constructed with new pavement, base material and drainage. Grading adjacent to the taxiway will be required for drainage and to meet the FAA safety area criteria.

The new taxiway will have an impact on some of the wildlife habitat within the designated conservation zones. Staff and the city's consultant, Jacobs Engineering, are coordinating with state and local agencies to review the potential project impacts and associated mitigation.

Upon grant award, the City Manager will be authorized to enter into an agreement with NHDOT to provide overall project administration.

3-30
Bm
3/3/14

CITY OF CONCORD

In the year of our Lord two thousand fourteen

RESOLUTION

AUTHORIZING THE CITY MANAGER TO ENTER INTO A GRANT AGREEMENT FOR UP TO ONE MILLION EIGHT HUNDRED THIRTY THOUSAND EIGHT HUNDRED SIXTY ONE DOLLARS (\$1,830,861) WITH THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT), BUREAU OF AERONAUTICS, FOR THE PURPOSE OF CONSTRUCTING PHASE II OF THE PARALLEL TAXIWAY TO RUNWAY 12/30 AT THE CONCORD MUNICIPAL AIRPORT AND TO REVISE THE TOTAL GRANT REQUEST FOR PHASE I AND II TO A TOTAL OF THREE MILLION THIRTY ONE THOUSAND EIGHT HUNDRED FORTY SEVEN DOLLARS (\$3,031,847).

The City of Concord resolves as follows:

- WHEREAS,** this project is programmed in the FY 2015 Capital Improvement Program and Budget as CIP Project #73; and
- WHEREAS,** the Agreement with NHDOT allows the city to provide overall construction administration for the project; and
- WHEREAS,** approval for the City Manager to apply for the grant is scheduled for the March 10, 2014 City Council meeting; and
- WHEREAS,** Phase I funds were appropriated by City Council at the August 12, 2013 meeting, Resolution #8691; and
- WHEREAS,** should the City's application for this purpose be accepted, project funding would be allocated as follows: \$1,647,775 (90%) Federal share, \$91,543 (5%) State share and \$91,543 (5%) City share; and
- WHEREAS,** the Airport Advisory Committee recommends that the City Council approve this project;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

1. The City Council has authorized the City Manager to enter into an agreement with the NHDOT, Bureau of Aeronautics.
2. This resolution shall take effect upon its passage and upon grant award by the State of New Hampshire and the Federal Aviation Administration.



3-31

RECEIVED

17A

FEB 18 2014

February 13, 2014

REPORT TO MAYOR AND CITY COUNCIL

CODE ADMINISTRATION

FROM: Susan Sokul, Events and Communications Coordinator
Intown Concord, tel. 226-2150, susan@intownconcord.org

SUBJECT: Street Closure for 40th Annual Market Days Festival

Recommendation:

Recommend approval of street closings for the Market Days Festival.

Background:

This request has become a standard request, and has been granted for the past 39 years.

Discussion:

Intown Concord's 40th Annual Market Days Festival will be held Thursday, July 17, 2014 through Saturday, July 19, 2014. Intown Concord requests closure of the following streets from 6:00 AM to 12:00 midnight for these three days.

Intown Concord requests the following streets be closed:

1. North Main Street from Centre/Loudon to Pleasant Street.
2. South Main Street from Pleasant Street to Hills Avenue.
3. Capitol Street from Evans Lane to North Main Street.
4. Park Street.
5. School Street from North Main Street to Evans.
6. Warren Street from the Parking Garage to North Main Street.
7. Phenix Avenue.
8. Hills Avenue.
9. Pleasant Street/Pleasant Street Ext. from North/South State Street to Storrs Street.

Last year's Market Days Festival was plagued by extreme heat, rain, and a severe midnight windstorm that caused extensive damage. Nonetheless, organizers were lauded for a quick recovery and the festival was a success. Planning for the 2014 Festival is underway, and it promises to be a great 40-year celebration.

Intown Concord will continue working with all appropriate City Departments to ensure all proper procedures, licensing, and other requirements will be in compliance, and to ensure that any Main Street Project impacts are mitigated to everyone's satisfaction. Intown Concord will notify Concord Area Transit of 2014 Festival dates, and will work with them to schedule alternate bus routes.

Thank you for your consideration in this matter; please don't hesitate to contact me with any questions.

Sincerely,

Susan Sokul
Events and Communications Coordinator



Sent to 332
city clerk
2/24/14

Concord Farmers Market Association

TJA

December 29, 2013

Honorable Mayor and Members of the City Council of
Concord

The Concord Farmers Market Association is requesting that Capitol Street be closed to vehicular traffic (from North State Street to North Main Street), from the hours of 6:00 am until 1:00 pm on Saturday's only. Our anticipated opening date is May 10, 2014, with an anticipated closing date (weather permitting) of October 25th. These dates will be finalized and voted on at our Annual Meeting in February. All licenses, permits and necessary insurances are being obtained at this time. We will continue to work closely with the Concord Code Administration and Concord Police Department to ensure a safe, well run, market.

2014 will be our sixteenth year on Capitol Street and over 40 years in Concord. Each year has proved more successful and more fulfilling than the previous with a very strong and loyal consumer base. We have reconfigured our street layout and have increased the total number of vendors approved to 45. All of the vendors of the Concord Farmers Market are excited about the upcoming season and looking forward to providing residents of the Concord area with locally produced, fresh produce, food and farm products.

Thank you in advance for your consideration in this matter.

Sincerely,

Diane Souther

Diane Souther, Secretary

RECEIVED

DEC 30 2013

Midsummer Night Magic

RECEIVED

MAR 03 2014

CODE ADMINISTRATION

Office of the City Clerk

41 Green Street

Concord, NH 03301

TO: Mayor Bouley and City Council:

RE: Request for use of City Plaza and for closure of Capitol Street and Main Street for Midsummer Night Magic.

City Location requested for event: City Plaza in front of State House, Capitol Street and Main Street

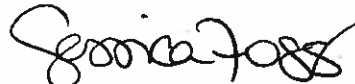
Date and Time: Friday June 20, 2014 from 3pm until 10pm (event hours 5pm -9pm)

This is the 3rd year for Midsummer Night Magic, a downtown event with the goal of celebrating Concord's creative community and driving business to merchants. In past years, we have closed Capitol Street and utilized a police cruiser 'escort' to lead the parade down Main Street. This is proving to be a safety hazard, as we have witnessed people walking into oncoming traffic, crowds spilling out into the street, etc., with the perception that the street is completely closed. The safety of the community is a priority so we are requesting the closure of Main Street from Centre to Pleasant during the hours of 5pm-7pm.

Please consider this request, on behalf of the Greater Concord Chamber of Commerce's Creative Concord Committee, for the use of City Plaza, Capitol Street and Main Street, in support of Midsummer Night Magic. Midsummer Night Magic will feature a parade, musical and artistic performances and a movie presented by Red River Theatres.

Please find attached statements of support from Downtown Merchants and a copy of the City Permit which has been applied for.

Thank you for your kind consideration,



Jessica Fogg

Chairperson, Midsummer Night Magic
Creative Concord Committee Member

To Mayor Bouley, City Manager Aspell, and City Councilors,

Midsummer Night Magic is quickly becoming an annual event that many Concord residents look forward to attending. This family friendly event is growing fast and attracting larger crowds each year. The Midsummer Night Magic's parade is a huge part of the festival and many people, especially children, participate. I noticed last year that only half of Main Street was open to the parade procession and the other half was open to traffic. I witnessed many people running around the traffic to get a glimpse or a picture of their friends and family in the parade. It is too dangerous to leave the parade attendees and observers exposed to oncoming traffic. I support the organizers of Midsummer Night Magic who want to close Main Street for the festivities. Downtown Concord is the perfect location for this kind of event, let's make it safe for everyone.

Thank you,
Gretchen Peters
Puppy Love Hot Dogs

I support the Main Street closure request for Midsummer Night Magic.

SIGNED,

Nicole Vera
Name

New To You Recycled Fashion
Business or Affiliation

Richard Kelly rich@chartwellhotels.com Feb 28 (3 days ago)

to me

Hello Jessica,

We are not directly in front of the street closing but do support closing the street for the event.

Hope it helps. Great event.

Thanks Rich

Richard Kelly

General Manager

Holiday Inn Concord

172 North Main St.

Concord N.H. 03301

603-224-9534

Don Brueggemann Feb 28 (3 days ago)

to me

Hi Jessica:

I couldn't open the letter regarding the Midsummer Night Magic closure of Main Street, but I did want to register my support (if I can do that through you).

Thanks and I hope you have a great weekend.

Don

The Works Cafe

Return to: Code Administration
Health & Licensing
37 Green Street
Concord NH 03301

PERMIT NO. _____

-Police Department Use Only-
No. of Officers Required _____

Restrictions: _____

APPROVED _____
Concord Police Dept.

LICENSE FEE: \$ 109.5 _____

This application must be submitted thirty (30) days prior to proposed event to allow for the processing of the application. Please make check payable to: CITY OF CONCORD

APPLICATION FOR ENTERTAINMENT/EVENT PERMIT

Organization/Individual Name Midsummer Night Magic Phone 568 5740
Chamber of Commerce
Address 49 South Main Street Suite 104, Concord

Person in charge of event Jessica Fogg Phone 568 5740

Address P.O. Box 173 Concord NH 03302

Sponsor of Event Chamber Phone _____

Address _____

Type of and Description of Event live performances, parade, movie

Location of Event Downtown Concord, City Plaza, Main Street

Proposed Dates: From June 20, 2014 To _____

Proposed Hours: From 5pm To 11pm

Indicate the number of persons expected to participate 500 +/-

Indicate the approximate number of spectators 500 +/-

Will the event include food vendors? Yes: ___ No: ☒ if yes please list name(s) below

ADDITIONAL INFORMATION – use of a D.J, live band, guest speakers, food vendors, tents larger than 200sq ft. **Note**, Tents Larger than 200sq ft. need a permit from Fire Dept.

If the event is on the City Plaza – front of “Arch”, will you need electricity? Yes ☒ No _____

If “Yes”, please indicate times needed for electricity: 3 am/pm 11 am/pm

Certificate of Insurance Enclosed: Yes: _____ No: _____

Request for Street Closure: Yes: ☒ No: _____ (If yes, See Below)

Yes ☒ No _____ Letter for closure attached

PERMISSION FOR STREET CLOSURE MUST BE RECEIVED FROM CITY COUNCIL BEFORE PERMIT CAN BE ISSUED. Letter must be submitted to City Clerk, and Health & Licensing.

Signed Jessica Fogg Date 3/3/14

APPROVED _____ Date _____

Health & Licensing Officer

rev 7/9/13

3-34

TJA



"Reach for the stars."
Christa McAuliffe School

February 28, 2014

Janice Bonefant
Concord City Council
41 Green Street
Concord, NH 03301

Dear City Council Members,

My name is Lisa Still, and I am writing on behalf of the Christa McAuliffe School PTO, respectfully requesting a temporary closure of a city street. The request is for the section of Rumford Street, which abuts Christa McAuliffe School from Pleasant Street to Warren Street. The purpose of the closure is to accommodate the Christa McAuliffe Fun Fair Carnival, a school community event that raises money for PTO-funded school activities throughout the academic year. We are requesting the road closure to last from 3PM-8PM on Thursday, May 22, 2014.

Thank you in advance for your consideration of our request. Please contact me at 224-6860 with any questions you may have concerning our request and/or school event.

Sincerely,

Lisa M. Still
Christa McAuliffe PTO

RECEIVED

MAR 04 2014

CODE ADMINISTRATION

17 NORTH SPRING STREET, CONCORD NH 03301
603-225-0840 - 603-225-0839 FAX
KRIS GALLO, PRINCIPAL

Em 1-25-14

2-12

3-35(A)

3-36

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF THIRTY FOUR THOUSAND THREE HUNDRED TWENTY-THREE DOLLARS (\$34,323) FROM BINDERY REDEVELOPMENT, LLC FOR THE CONSTRUCTION OF SIDEWALK IMPROVEMENTS ALONG SOUTH MAIN STREET IN CONJUNCTION WITH THE DOWNTOWN COMPLETE STREETS IMPROVEMENT PROJECT (CIP #460).

The City of Concord resolves as follows:

WHEREAS, the Bindery Redevelopment project agreed to make a one-time payment to the City in lieu of completing plaza and sidewalk improvements along its project frontage at 43-45 South Main Street so that the finished improvements could match the sidewalk improvements associated with the Main Street project; and

WHEREAS, on January 21, 2014, the City received and deposited such payment associated with the improvements required; and

WHEREAS, the City Engineer has determined that the improvements are needed along the property frontage and will be completed as part of the Main Street improvement project; and

WHEREAS, this appropriation is for a purpose not included in the adopted budget, therefore section 37 of the City Charter requires a two-thirds vote of the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

1. The sum of\$34,323
 be and is hereby appropriated as follows:

General Capital Projects Fund
 Engineering Services Division
 FY 2014 Downtown Complete Streets Improvement Project CIP #460\$34,323

2. Said revenue shall be available as follows:

General Capital Projects Fund
 Engineering Services Division
 Bindery Redevelopment, LLC Donation FY2014\$34,323

3. Sums as appropriated shall be expended under the direction of the City Manager.
4. This resolution shall take effect upon its passage.



CITY OF CONCORD

12A

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Ed Roberge, City Engineer
Rebecca Hebert, Senior Planner

DATE: January 23, 2014

SUBJECT: Resolution accepting and appropriating the sum of thirty four thousand three hundred twenty-three dollars (\$34,323) from Bindery Redevelopment, LLC for the construction of sidewalk improvements along South Main Street in conjunction with the Downtown Complete Streets Improvement Project (CIP# 460)

Recommendation

Adopt the proposed Resolution accepting and appropriating the sum of thirty four thousand three hundred twenty-three dollars (\$34,323) from Bindery Redevelopment, LLC for the construction of sidewalk improvements along South Main Street in conjunction with the Downtown Complete Streets Improvement Project (CIP# 460)

Background

On October 5, 2011, the Planning Board granted conditional Site Plan approval for the construction of the Bindery redevelopment project at 42-43 South Main Street. As a condition of the Planning Board approval the sidewalk along the frontage of the property was to be reconstructed. The improvements also included the construction of plaza space, bump-out, crosswalk and the reconfiguration of the on-street parking. These improvements were designed prior to the development of plans for the Downtown Complete Streets Improvement Project, which also includes the reconstruction of the sidewalk and plaza space along the frontage of the new building.

In lieu of constructing the required sidewalk improvements that would later be reconstructed as part of the Downtown Complete Streets Improvement Project, the Bindery Redevelopment has agreed to make a one-time payment towards the Main Street improvement project.

Discussion

The amount of \$34,323 represents the cost of constructing the sidewalk improvements required as part of the Site Plan approval. The cost estimate was reviewed and approved by the City Engineer. If the Main Street improvement project is not constructed as anticipated, the money would be returned to the Bindery Redevelopment, LLC and the sidewalk improvements as shown on the approved Site Plan would be constructed.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

Em 1-24-14
2-13
3-35(B)
3-37

RESOLUTION REPURPOSING FIVE THOUSAND FOUR HUNDRED THIRTY SEVEN DOLLARS AND SEVENTY SIX CENTS (\$5,437.76) FROM COMPLETED AND UNEXPENDED LOBBY/SCOREBOARD REPLACEMENT PROJECT (CIP #64) TO SUPPORT THE REPLACEMENT OF TWO HEATERS AT THE ARENA (CIP #64).

The City of Concord resolves as follows:

- WHEREAS,** the failure of two heaters at the arena necessitate their replacement to afford the proper operation of the facility, and
- WHEREAS,** the Lobby/Scoreboard Project (CIP #64) is complete, which makes the balance of the funds available for the necessary replacement of two heaters at the Arena; and
- WHEREAS,** the anticipated cost of the heater replacement project is \$6,200, of which \$5,437.76 will be supported from the repurposing of the remaining Lobby/Scoreboard Project (CIP #64), and the remaining amount of \$762.24 shall be expensed from the FY14 Arena operating budget current appropriations; and
- WHEREAS,** the Director has identified the need to begin work on this project; and
- WHEREAS,** RSA 33:3 Use of Bond proceeds mandates that a two-thirds vote of all members of the City Council is required to repurpose the use of bond proceeds.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The sum of\$5,437.76
be and is hereby repurposed as follows:

Arena Fund
General Services
Replace Arena Heaters(CIP #64)\$5,437.76

- 2) Funding for the project is available as follows:

Arena Fund
General Services
Repurpose unspent Lobby/Scoreboard Replacement (CIP #64).....\$5,437.76

- 3) Sums as repurposed shall be expended under the direction of the City Manager.
- 4) This resolution shall take effect upon its passage.



CITY OF CONCORD

12A

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Philip H. Bilodeau, P.E., Deputy Director General Services Department

DATE: January 20, 2014

SUBJECT: Resolution repurposing dollars from the 2012 Arena Lobby & Scoreboard Replacement Project (CIP 64) for replacement of a building heater and maintenance shop heater at the arena.

Recommendation

The Department recommends acceptance of this report.

Background

The Everett Arena was originally designed with four gas fired ceiling mounted heaters in the main function area of the facility. The heaters provide a level of comfort for the non-ice season events and protection of the facility during sub-zero weather seasons. Presently two of the units are inoperable and are unable to be repaired. The remaining two units have been used exclusively to maintain barely adequate protection.

The maintenance shop area of the facility as designed has a dedicated heater that recently ran to failure. Parts are unavailable for repair and space heaters are presently providing minimum heat supply for safety and to prevent freeze up in the maintenance area.

The fuel supply at the arena is natural gas offering the most economical alternative.

Discussion

The lobby refurbishment was completed in August 2012. Work was completed with City staff and was accomplished under budget. The scoreboard was acquired through the City vendor's contract terms with the Coca-Cola Corporation. The City hired D L King to place the scoreboard into service.

The amount of \$5,437.76 remains in the project account and will be used to replace two of the three failed heaters at the arena. The total anticipated cost of replacing the heaters is \$6,200. The difference shall be expended from the Arena operating budget funds already appropriated.

CITY OF CONCORD

In the two thousand fourteenth year of our Lord

RESOLUTION Authorizing Annual Appraisal of Real Estate at Market Value per RSA 75:8-b

The City of Concord resolves as follows:

WHEREAS, the legislature has in RSA 75:8-b authorized any municipality with a population over 10,000 to annually appraise real estate at market value; and

WHEREAS, the legislature has established in RSA 75:8-b that the governing body shall hold two public hearings regarding the annual appraisal process at least 15 days, but not more than 60 days, prior to the governing body's authorization vote; and

WHEARAS, the City Council recognizes that assessments are constantly changing by neighborhood, type of property, and economic forces in varying amounts and that without annual adjustments to real estate assessments these changes may result in inequitable and unfair property taxation based upon the under or over assessment of properties when compared to market value; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

- 1.) The annual appraisal of real estate at market value pursuant to the provisions of RSA 75:8-b is hereby authorized.
- 2.) This resolution takes effect April 1, 2014.



CITY OF CONCORD

TJA

REPORT TO MAYOR AND THE CITY COUNCIL

From: Kathryn H. Temchack, Director of Real Estate Assessments

Date: January 28, 2014

Subject: Authorization of Annual Appraisal at Market Value

Recommendation

Accept this report and set for public hearings in March and April, with a May vote, the proposed resolution authorizing the Assessing Department to proceed with valuing all real estate at market value as of April 1, 2014.

Background

RSA 75:8-b requires municipalities with populations of over 10,000 who desire to appraise the municipality's real estate at market value, to receive authorization by a majority vote of the governing body. Prior to the governing body's vote, 2 public hearings must be held. The statute also requires the municipality to provide notification of changes to the assessed value prior to the issuance of the final tax bill. The notification may be an individual notice to the property owners, by public notice in a newspaper of general circulation, or by any other means deemed appropriate by the governing body. The City Council has voted to authorize the annual valuation of assessments since 2005.

Discussion

Since 2004, the Assessing Office has been assessing properties annually at market value.

Valuing properties at market value ensures equitable and fair assessments to all taxpayers so that all are paying only their fair share of the tax burden. Market values are constantly changing, and do not rise or fall at the same level for each city neighborhood (the Heights vs. Penacook vs. the South End), or type of property (residential vs. commercial vs. condominiums), the appropriate adjustments need to be made each year to the property assessments to maintain them at market value.

Upon completion of the assessments each year the Department of Revenue (DRA) obtains the assessments and information from the Assessing Department to review and in determine the level of assessment (ratio) and the equity of the assessment coefficient of dispersion (COD) which measures the consistency among property values. The acceptable ranges for assessment level for all property types is 90-110% and the COD is less than 20% for commercial properties, less than 15 for residential properties and less than 25 for vacant land. The assessment level and the overall COD for the past several years:

Year	Assessment Level	COD
2012	100.5%	6.87%
2011	100.1%	7.00%
2010	99.7%	6.70%
2009	100.9%	6.80%
2008	100.3%	6.20%

Should any of you want or need more detailed information relative to the assessing process, please call (603-225-8550) to set up time where I can provide you with what you request.

Ben 1/23/14

2-15
3-35(10)
3-38

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF SEVENTEEN THOUSAND DOLLARS (\$17,000) FROM THE CENTRAL NEW HAMPSHIRE BICYCLE COALITION FOR BIKE LANE STRIPING AND DIRECTIONAL SIGNAGE THROUGHOUT THE CITY (CIP #35).

The City of Concord resolves as follows:

WHEREAS, on December 17, 2013 the City received notification from the Central NH Bicycle Coalition of a grant award in the amount of \$17,000 to stripe bike lanes within the Route 3 North Corridor and install twelve "wrong way ride with traffic" signs throughout the City; and

WHEREAS, the City has determined that additional pavement markings and safety signage is beneficial to the public; and

WHEREAS, this appropriation is for a purpose not included in the adopted budget, therefore section 37 of the City Charter requires a two-thirds vote of the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

- 1) The sum of ... \$17,000
be and is hereby appropriated as follows:

General Capital Projects Fund
Engineering Services Division
FY 2014 US Route 3N – Phase 5 CIP #35\$17,000

- 2) Revenue is available as follows:

General Capital Projects Fund
Engineering Services Division
Central New Hampshire Bicycle Coalition Donation FY2014.....\$17,000

- 3) Sums as appropriated shall be expended under the direction of the City Manager.
- 4) This resolution shall take effect upon its passage.



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Ed Roberge, P.E., City Engineer
DATE: January 21, 2014
SUBJECT: FY 2014 Central New Hampshire Bicycle Coalition Grant

Recommendations:

- Accept the following report; and,
- Set the attach resolution accepting and appropriating the sum of \$17,000 from the Central New Hampshire Bicycle Coalition for public hearing on March 10, 2014.

Background:

On December 17, 2013, the City Administration received notification from the Central NH Bicycle Coalition that Concord had been awarded \$17,000 in unmatched grant funds.

Discussion:

In an effort to enhance bicycle rider mobility and safety throughout the city, the Central NH Bicycle Coalition elected to donate \$10,000 from a grant the coalition received from the New Hampshire Bicycle and Pedestrian Grant program, along with \$7,000 of their own monies to the city for the purposes of marking the bike lane through the Route 3 North corridor in conjunction with the CIP35 roadway improvement project and to install twelve (12) "Wrong Way Ride With Traffic" signs throughout the city.

City Administration recommends using these funds for the stated reasons as a means of encouraging more residents to use the bicycle facilities provided along the Route 3 North corridor and the rest of the city.

This project will be managed by the Engineering Services Division of the Community Development Department.

3-35(E)

3-39

12A



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Carlos P. Baía, Deputy City Manager—Development

DATE: February 21, 2014

SUBJECT: Proposed Amendment to the Sign Ordinance—Request to Table or
Recess the March 10th Public Hearing Until Further Notice

The proposed amendment to the Concord sign ordinance scheduled for a March 10th public hearing with City Council was reviewed by the Planning Board at its February 19th meeting. The Planning Board requested additional information from staff which will mean that the earliest the Board would be able to re-visit this matter would be at its March 19th meeting. As a result, staff is respectfully asking that the public hearing on this matter be tabled or recessed until further notice.



CITY OF CONCORD

2-16
3-35(E)
3-39

In the year of our Lord two thousand and fourteen

AN ORDINANCE amending the CODE OF ORDINANCES, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, Article 28-6 Sign Regulations and Glossary

The City of Concord ordains as follows:

SECTION I: Amend the CODE OF ORDINANCES, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, Article 28-6 Sign Regulations, Section 28-6-7, Signs Prohibited Under This Ordinance, Paragraphs (a), (h) and (s) as follows:

28-6-7 Signs Prohibited Under This Ordinance.

All signs not expressly permitted under Sections 28-6-8 and 28-6-9 of this ordinance, or signs not expressly exempt from permit requirements under Section 28-6-3 of this ordinance, are prohibited in the City of Concord. Such signs include but are not limited to the following:

- (a) *Programmed or environmentally activated* [S]signs which physically or visually move, rotate or create an illusion of movement, or which have parts or surfaces that physically or visually move, rotate or create the illusion of movement or which emit audible sound or noise.
- (h) Signs which *are or appear to be* animated or projected, or which are intermittently or intensely illuminated or [of] *have* a traveling, tracing, scrolling, *automated*, or sequential light type, or signs which contain or are illuminated by animated or flashing light
- (s) *Mechanical scrolling signs which change more than four times in a twenty-four hour time period.*

SECTION II: Amend the CODE OF ORDINANCES, Title IV, Zoning Code; Chapter 28, Zoning Ordinance, Glossary, by adding Sign definitions for Electronic Message Center, Environmentally Activated, Programmed and Mechanical Scrolling, and renumbering as follows:

- (5) *Sign, Electronic Message Center. A sign or portion of a sign, that displays an electronic image or video, which may include text, including any sign or portion of a sign that uses lights or similar form of electronic display such as LED to form a sign message or messages with text and or images wherein the sequence of messages or the rate of change is electronically programmed or can be modified by electronic*

processes. This definition includes without limitation television screens, plasma screens, digital screens, flat screens, LED displays, video boards, and holographic displays.

(6) Sign, Environmentally Activated. An animated sign or device motivated by wind, thermal changes, or other natural environmental input. Includes spinners, pinwheels, pennant strings, and/or other devices or displays that respond to naturally occurring external motivation.

(57) Sign, Freestanding. A self-supporting sign, the supports of which are permanently anchored in the ground and are independent from any building.

(68) Sign, Marquee. Any sign attached to or in any manner made part of a permanent roof-like structure projecting beyond the wall of a building.

(79) Sign, Mechanical Scrolling. A sign which utilizes track or roller mounted copy that is changed by mechanically-driven means and is non-digital.

(810) Sign, Monument. A type of freestanding sign for which the sign, its supports, and base are a monolithic structure.

(911). Sign, Pennant. Any lightweight plastic, fabric or similar material, whether or not containing a message of any kind, suspended from a rope, wire, or other material, usually in a series, designed to move in the wind.

(12) Sign, Portable. Any sign not permanently attached to the ground or other permanent structure, or a sign designed to be transported.

(1013) Sign, Programmed: A sign capable of displaying changing content without the need for direct and immediate manual input.

(1114) Sign, Projecting. Any sign affixed to a building with the plane of the sign at an angle to the plane of the wall of the building.

(1215) Sign, Roof. Any sign erected and constructed wholly on and over the roof of a building and supported by the roof structure.

(1316) Sign, Temporary. A sign that is used in connection with a circumstance, situation, or event that is designed, intended, or expected to take place or to be completed within a reasonably short or definite period of time after the erection of the sign; or a sign that is intended to remain on the location where it is erected or placed for a reasonably short or definite period of time after the erection of the sign. If the sign display area is permanent but the message displayed is subject to periodic changes, that sign shall not be regarded as a temporary sign.

(1417) Sign, Wall. A sign attached to, or erected against the wall of a building with the face of the sign in a parallel plane to the plane of the building wall, and projecting no more than fourteen (14) inches from the building wall.

(18) Sign, Window. Any sign that is placed inside or upon the window panes or glass, and that is visible from the exterior of the building or structure.

SECTION III: This ordinance shall take effect upon its passage.

Explanation: Matter added to the current ordinance appears in *bold italics*.

Matter removed from the current ordinance appears [~~in brackets and struck through~~].



CITY OF CONCORD

TA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Craig Walker, Zoning Administrator
DATE: February 3, 2014
SUBJECT: Sign Regulation Ordinance Amendments

Recommendation

Accept this report and set the attached ordinance amendments for public hearing in March.

Background

The City's Sign Regulations are intended to encourage and promote the effective use of signs as a means of communication while maintaining and enhancing the aesthetic environment of the City, as well as ensuring that the signs do not have an adverse effect on pedestrian and traffic safety. The New Hampshire Supreme Court and the United States First Circuit Court of Appeals have upheld the constitutionality of the City's Sign Regulations.

The Zoning Board of Adjustment (ZBA) received a request for a variance to allow a "scroller" type sign for fuel price display on a freestanding sign at a motor vehicle fuel filling station within the City of Concord. A "scroller" is a type of sign that contains a vinyl scroll that can scroll up or down to display a specific image in the display window. In the case of the fuel price display, there are numbers on the vinyl scroll that can be changed to show the current price. These signs are not currently permitted under the City's Sign Regulations. The ZBA determined that it was unable to grant the request for a variance to allow a "scroller" sign because the Sign Regulations as applied to the property did not interfere with the reasonable use of the property, as is required for a finding of hardship.

The ZBA did request the City review its existing Sign Regulations, Article 28-7, to address whether it is appropriate to amend the current regulations as they pertain to "scroller" signs. A consent report on this issue was submitted to City Council for its January 13, 2014 meeting.

The Zoning Administrator is also seeking to amend the glossary to add definitions for the following types of signs: (1) electronic message centers; (2) environmentally activated; (3) programmed; and (4) mechanical scrolling.

Discussion

A proposed ordinance is being submitted to allow mechanical scrolling signs. These signs are not limited to the use of fuel stations, and therefore, any business would be allowed to utilize this type of sign. The mechanical scrolling signs operate using a track mounted system and the copy (numbers, characters and symbols) is changed mechanically. These signs are permissible so long as the message does not change more than four times in a twenty-four hour period. It should be noted that the proposed ordinance is less strict than the original variance request received by the fuel station, which asked for permission to change the price only two times in a twenty-four hour period.

A proposed ordinance is also being submitted to add definitions for "environmentally activated" and "programmed" signs. Both of these types of signs are currently prohibited under the ordinance, and the definitions are intended to provide clarification. An "environmentally activated" sign is defined in part as a sign which uses wind, thermal changes and other environmentally-activated input to change. A "programmed" sign is defined as a sign which does not require direct and immediate input for changes to be made, *i.e.*, a pre-programmed message.

Lastly, a proposed ordinance is also being submitted to add a definition for "electronic message center." The City did not previously define this term, and instead relied on the definition set forth in the International Code Council's 2009 International Zoning Code. The proposed definition is intended to provide clarification.

The proposed ordinance is scheduled for review and recommendation by the Planning Board at its February 19th meeting.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

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RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF FOUR HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$475,000) IN UNMATCHED FUNDS FROM THE STATE OF NEW HAMPSHIRE'S OIL DISCHARGE, DISPOSAL AND CLEANUP FUND ("ODD FUND") FOR ENVIRONMENTAL REMEDIATION OF CITY OWNED PROPERTY LOCATED AT 5, 11, 27, 31, AND 35 CANAL STREET, PENACOOK KNOWN AS THE FORMER AMAZON REALTY AND ALLIED LEATHER TANNERY SITES, CIP #508.

Page 1 of 2

The City of Concord resolves as follows:

WHEREAS, the City owns certain properties located at 5 and 11 Canal Street, formerly known as the Amazon Realty L.L.C. site; and

WHEREAS, the City also owns certain properties located at 27, 31, and 35 Canal Street, known as the former Allied Leather Tannery site; and

WHEREAS, said properties are contaminated with petroleum products and require environmental cleanup in order to facilitate future redevelopment; and

WHEREAS, costs associated with remediation of petroleum contaminated products is eligible for reimbursement under the State of New Hampshire's Oil Discharge, Disposal and Cleanup Fund ("ODD Fund"); and

WHEREAS, no matching funds are required under the ODD Fund Program; and

WHEREAS, on August 12, 2013 the City Council approved Resolution #8695 which accepted and appropriated up to \$275,000 in unmatched grant funds from the ODD Fund Program; and

WHEREAS, the scope of petroleum related environmental cleanup will exceed the amount of ODD Fund moneys previously accepted by Resolution #8695 by approximately \$475,000; and

WHEREAS, this is a purpose for which funds are not included in the adopted budget of the City, Section 37 of the City Charter provides for this appropriation to be approved by a two-thirds majority of the City Council.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF FOUR HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$475,000) IN UNMATCHED FUNDS FROM THE STATE OF NEW HAMPSHIRE'S OIL DISCHARGE, DISPOSAL AND CLEANUP FUND ("ODD FUND") FOR ENVIRONMENTAL REMEDIATION OF CITY OWNED PROPERTY LOCATED AT 5, 11, 27, 31, AND 35 CANAL STREET, PENACOOK KNOWN AS THE FORMER AMAZON REALTY AND ALLIED LEATHER TANNERY SITES, CIP #508.

Page 2 of 2

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

- 1) The sum of\$475,000
be and is hereby appropriated as follows:

General Capital Project Fund

City Administration

Allied Leather Tannery & Amazon Realty ODD Fund\$475,000

- 2) The sum of\$475,000
be and is hereby made available as follows:

General Capital Project Fund

City Administration

Allied Leather Tannery & Amazon Realty NHDES ODD Fund Grant\$475,000

- 3) These funds shall be available for any purpose associated with the environmental cleanup and redevelopment of the former Allied Leather Tannery Complex located at 27, 31, and 35 Canal Street, as well as the former Amazon Realty Lots at 5 and 11 Canal Street in order to prepare said parcels for future redevelopment.
- 4) These funds shall be expended under the direction of the City Manager.
- 5) This resolution shall take effect upon its passage.



CITY OF CONCORD

TA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Matthew R. Walsh, Assistant for Special Projects

DATE: January 24, 2014

SUBJECT: CIP #508 Former Allied Leather Tannery: Acceptance of Additional ODD Funds from the State of New Hampshire

Recommendation:

- Accept the following report; and,
- Set the attached resolution accepting and appropriating the sum of up to \$475,000 in additional unmatched funds from the State of New Hampshire's Oil Discharge, Disposal and Cleanup Fund (ODD Fund) for cleanup of city owned property located at 5, 11, 27, 31, and 35 Canal Street known as the former Allied Leather Tannery and Amazon Realty properties, CIP #508.

Background:

The ODD Fund is a State program administered by the Department of Environmental Services. The Program is essentially a state-wide self-insurance program to assist property owners with the cost of environmental cleanup associated with petroleum contamination. The Program is capitalized by surcharges on the sale of heating oil and gasoline.

On August 12, 2013 the City Council approved Resolution #8695 which accepted and appropriated up to \$275,000 in unmatched funds from the ODD Fund for cleanup of the former Allied Leather Tannery and Amazon Realty sites. These moneys were intended to finance the removal of petroleum contaminated soils at these sites, as well as all related ancillary activities associated therewith.

Discussion:

When cleanup of the Allied Leather Tannery / Amazon Realty sites was bid this past fall, the City anticipated the cost of remediating known petroleum contamination at these sites would cost approximately \$175,000. Based upon this estimate, the City Administration sought approval of Resolution 8695 in the amount of \$275,000 to cover this amount, as well as provide some contingency in the event petroleum issues exceed initial estimates.

Cleanup activities at the property commenced on November 4, 2013. As cleanup has progressed, the scope of petroleum contamination at the property proved more extensive than initially anticipated. Specifically, an additional 1,000 - 1,500 tons of petroleum contaminated soils were recently discovered beneath former building foundations at the property. In addition, with foundation removal still underway, the potential exists that to discover more petroleum contamination. Because of these circumstances, the cost of petroleum remediation will likely exceed the original \$275,000 appropriation set forth in Resolution 8695.

Under the ODD Fund's current rules, the Program has the ability to invest up to \$1.5 million into the Allied and Amazon Realty sites, respectively. In 2013, the ODD Fund Program reimbursed the City \$120,225 for previous costs incurred by the City at the Allied Site from 2002-2012. Therefore, the Allied site remains eligible for up to \$1.38M +/- in State funds, if required (including this revised appropriation). No ODD Fund moneys have yet been expended at the Amazon Realty Site.

Because of the potential to exceed the amount of ODD Fund moneys previously approved by the City Council, the City Administration is seeking the City Council's approval to accept up to an additional \$475,000 in ODD Fund moneys. This additional amount would expand potential total ODD Fund appropriations to \$750,000. This figure includes a sizable contingency, which will hopefully prove sufficient to address any other petroleum issues that might yet be uncovered at the site. It is important to note that the ODD Fund will only reimburse the City for actual costs incurred to address petroleum contamination.

Again, ODD Fund moneys are unmatched grant funds from the State of New Hampshire. No matching funds are required from the City for these moneys, nor is there any cost to the City for accepting these funds.

Weather permitting, cleanup work is expected to continue through the winter and be completed this summer.

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CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION ACCEPTING AND APPROPRIATING THE SUM OF TEN THOUSAND SIX HUNDRED TWELVE DOLLARS (\$10,612) FROM THE NEW HAMPSHIRE DEPARTMENT OF TRANSPORTATION (NHDOT) FOR A PORTION OF THE DESIGN OF THE MUNICIPAL WATER MAIN RELOCATION ACROSS THE EXIT 12 BRIDGE OVER I-93.

The City of Concord resolves as follows:

- WHEREAS,** the state project number for this project is Bow-Concord 13742A; and
- WHEREAS,** the total estimated costs for the design are \$20,663 of which \$10,051 is the city portion, through current operating budget appropriations and \$10,612 is to be paid to the City's engineering consultant; and
- WHEREAS,** the city portion of the design will be expensed out of the FY2014 operating budget's wages and labor account; and
- WHEREAS,** design costs will be reimbursed 100% by NHDOT; and
- WHEREAS,** project construction is anticipated to commence in the summer 2014; and
- WHEREAS,** this appropriation is for a purpose not included in the FY14 adopted budget, therefore section 37 of the City Charter requires a two-thirds vote of the City Council.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

1. The sum of\$10,612
 be and is hereby appropriated as follows:

General Fund

Community Development Engineering Services

Professional and Technical Services.....\$10,612

2. Said revenue shall be available as follows:

General Fund

NHDOT FY2014\$10,612

3. Sums as appropriated shall be expended under the direction of the City Manager.
4. This resolution shall take effect upon its passage.



CITY OF CONCORD

17A C

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Martha Drukker, Associate Engineer

DATE: January 23, 2014

SUBJECT: Bow-Concord 13742A – I-93 Exit 12 Bridge Replacements Project
Municipal Water Main Relocation Design

Recommendation:

- Authorize the City Manager to enter into an agreement with the New Hampshire Department of Transportation (NHDOT) for the reimbursement of the force account design and construction administration of the relocated water main on South Main Street.
- Set the attached resolution accepting and appropriating the sum of \$10,612 for McFarland Johnson's portion of the water main design from the State of New Hampshire Department of Transportation for February 10, 2014.

Background:

The State of New Hampshire Department of Transportation is replacing the Exit 12 Bridge over I-93 on South Main Street. The existing municipal water main on South Main Street will need to be relocated to the new bridge. The NHDOT has requested the assistance of the city in the design and contract administration of the relocation of the city water main.

Discussion:

The city will team with McFarland Johnson to complete the design plans, bid quantities and technical specifications. The city's effort will focus on the design of the main on South Main Street and McFarland Johnson will concentrate of the design elements of the main across the new bridge. The total estimate for the design is \$20,663 of which \$10,051 is the city portion and \$10,612 is McFarland Johnson's effort. These costs will be reimbursed 100% by NHDOT.

Construction is scheduled to commence in early summer 2014. The water main relocation is not scheduled until after the new bridge is built which is scheduled for summer 2015. An additional resolution will be presented to City Council at that time requesting the appropriation of funds for construction inspection and administration by city staff of the water main relocation. This work will also be reimbursed 100% by the NHDOT.

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CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION APPROPRIATING THE SUM OF TEN MILLION ONE THOUSAND EIGHTY DOLLARS (\$10,001,080) FOR THE PURPOSES OF CONSTRUCTION FOR THE SEWALLS FALLS BRIDGE REPLACEMENT PROJECT (CIP #22), INCLUDING ACCEPTING AND APPROPRIATING EIGHT MILLION DOLLARS (\$8,000,000) IN U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION BRIDGE AID FUNDS, AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES IN THE AMOUNT OF ONE MILLION NINE HUNDRED FORTY THOUSAND (\$1,940,000), AND UTILIZING SIXTY-ONE THOUSAND EIGHTY DOLLARS (\$61,080) FROM IMPACT FEE FUNDS .

Page 1 of 2

The City of Concord resolves as follows:

WHEREAS, the 2014-2023 Capital Improvement Plan (CIP) includes a capital project to replace the Sewalls Falls Bridge (070/117) over the Merrimack River; and

WHEREAS, the FY 2014 work plan identifies this project as CIP #22, which includes the project administration, and construction of a new bridge structure over the Merrimack River; and

WHEREAS, the amount of \$10,001,080 was proposed in the FY 2014 capital budget including \$8,000,000 in Federal Bridge Aid funds, \$61,080 in Traffic Impact Fee funds, and \$1,940,000 in general obligation bonds; and

WHEREAS, this project is part of the State of New Hampshire Department of Transportation (NHDOT) Municipal Bridge Aid Program and is included in FY 2014 of the State's 10-Year Plan and has been identified as project BRF-X-5099(021), Concord 12004, which includes the project administration, and construction of a new bridge structure over the Merrimack River; and

WHEREAS, the City Council passed Resolution No. 8452 on April 11, 2011 authorizing the City Manager to enter into a municipal agreement with the NH Department of Transportation (NHDOT) for participation in the Municipal Bridge Aid Program; and

WHEREAS, the City Engineer has identified the need to commence construction of these improvements; and

WHEREAS, RSA 33:9 mandates that a two-thirds vote of all members of the City Council is required to pass a bond resolution.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

RESOLUTION APPROPRIATING THE SUM OF TEN MILLION ONE THOUSAND EIGHTY DOLLARS (\$10,001,080) FOR THE PURPOSES OF CONSTRUCTION FOR THE SEWALLS FALLS BRIDGE REPLACEMENT PROJECT (CIP #22), INCLUDING ACCEPTING AND APPROPRIATING EIGHT MILLION DOLLARS (\$8,000,000) IN U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION BRIDGE AID FUNDS, AND AUTHORIZING THE ISSUANCE OF BONDS AND NOTES IN THE AMOUNT OF ONE MILLION NINE HUNDRED FORTY THOUSAND (\$1,940,000), AND UTILIZING SIXTY-ONE THOUSAND EIGHTY DOLLARS (\$61,080) FROM IMPACT FEE FUNDS .

Page 2 of 2

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

- 1) The sum of\$10,001,080
be and is hereby appropriated as follows:

General Capital Projects Fund

Engineering Services Division

FY 2014 Sewalls Falls Bridge Construction CIP #22\$10,001,080

- 2) Revenue is available as follows:

General Capital Projects Fund

Engineering Services Division

FHWA/NHDOT Municipal Bridge Aid Program Grant\$ 8,000,000

FY 2014 Bonds and Notes\$ 1,940,000

FY2014 Traffic Impact Fee Funds – District 1 Share.....\$ 23,780

FY2014 Traffic Impact Fee Funds – District 2 Share.....\$ 37,300

- 3) Sums as appropriated shall be expended under the direction of the City Manager.
- 4) The discretion of the fixing of dates, maturities, rates of interest, form and other details of such bonds and notes, and providing for their sale, is hereby delegated to the City Treasurer.
- 5) Sums as appropriated shall be expended under the direction of the City Manager.
- 6) The useful life of the improvements is expected to be in excess of twenty (20) years.
- 7) This resolution shall take effect upon its passage.



CITY OF CONCORD

11A

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Edward L. Roberge, PE, City Engineer

DATE: January 29, 2014

SUBJECT: Resolution appropriating \$10,001,080 for the purpose of construction for the Sewalls Falls Bridge Replacement Project (CIP22); including \$8,000,000 in US Department of Transportation, Federal Highway Administration Bridge Aid Funds, \$1,940,000 by authorizing the issuance of bonds and notes, and \$61,080 from impact fee funds.

Recommendation

Accept this report and approve the accompanying appropriation resolution for the construction of the Sewalls Falls Bridge Replacement project (CIP22).

Background

On April 11, 2011, City Council passed Resolution No. 8452 authorizing the City Manager to enter into a municipal agreement with NH Department of Transportation (NHDOT) for participation in the Municipal Bridge Aid Program to replace the Sewalls Falls Bridge. The project program includes project administration, design, permitting, acquisition of right-of-way, and construction of a new bridge structure over the Merrimack River.

On October 11, 2011, the City Council passed Resolution No. 8507 appropriating funds for project administration, design, permitting, and right-of-way acquisition required to replace the Sewalls Falls Bridge. Preliminary design review has resulted in the development of a bridge type, size, and location study (see attached) where bridge alternatives were evaluated and specific recommendations are made.

Discussion

The FY2014 CIP work plan identifies this project as CIP #22 which includes project administration and construction of a new bridge structure over the Merrimack River. Preliminary design and permitting began in 2012 and includes the development of a bridge type, size, and location study. The study was developed by McFarland-Johnson, Inc., the consultant design team selected to complete the bridge project design, for the purpose of evaluating bridge replacement alternatives to replace the existing Sewalls Falls Bridge.

The report evaluates several bridge replacement alternatives, including span arrangements, construction duration, constructability, long-term maintenance, utility impacts, visual aesthetics, and costs, for four distinct bridge types. The following bridge types were evaluated for the proposed replacement structure:

- Structural Steel Girders
- Prestressed Concrete Girders
- Steel Through Truss
- Steel Through Arch

The structural steel girder alternative is recommended based on a lower construction cost, reduced long-term maintenance costs, reduced construction duration, and improved constructability. The recommended replacement bridge consists of an overall length of 400' in a three-span arrangement. Total cost for the structural steel girder bridge is estimated at \$11,200,000.

In addition to funds previously appropriated for design and permitting, it is recommended that City Council accept this report and approve the accompanying resolution appropriating the sum of \$10,001,080 including \$8,000,000 in US Department of Transportation, Federal Highway Administration Bridge Aid Funds, \$1,940,000 by authorizing the issuance of bonds and notes, and \$61,080 from impact fee funds for the construction of the Sewalls Falls Bridge.

/elr

Enclosure: Bridge Type, Size, and Location Study
Sewalls Falls Road over the Merrimack River
Bridge No. 070/117
Concord, NH
McFarland-Johnson, Inc.
January 15, 2014

cc: Tom Aspell, City Manager
Carlos Baía, Deputy City Manager - Development
Brian LeBrun, Deputy City Manager - Finance
Nancy Mayville, NHDOT
Tom Jameson, NHDOT
Gene McCarthy, McFarland-Johnson, Inc.

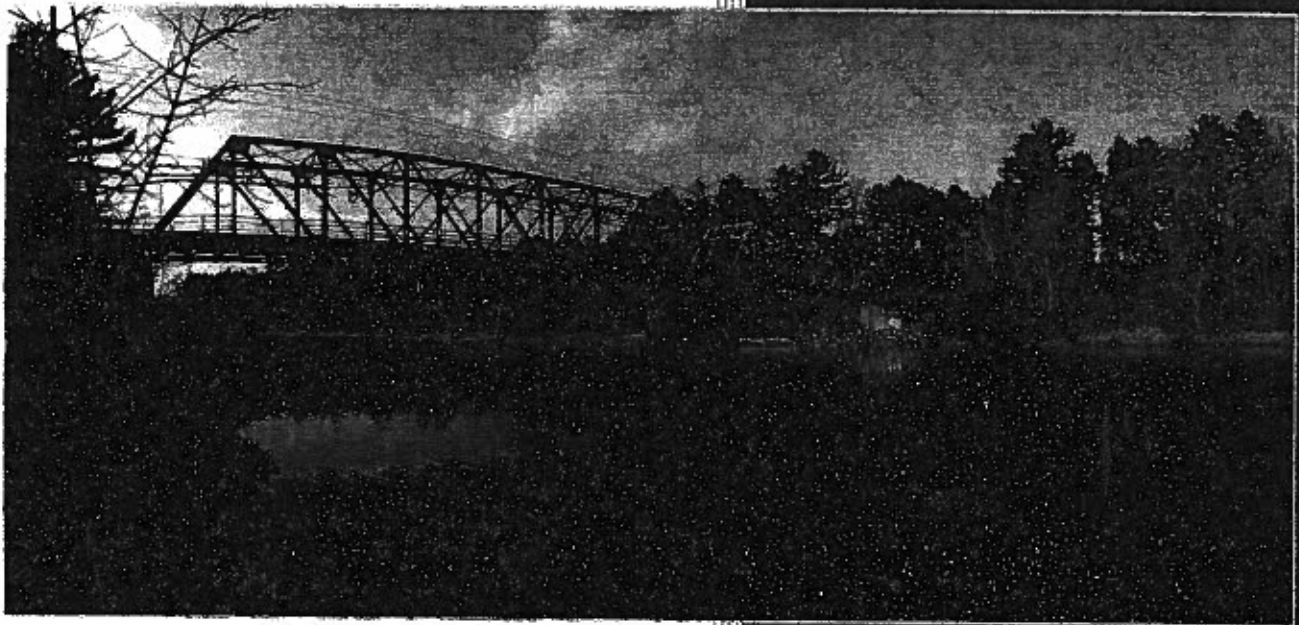
Prepared For:



Sewalls Falls Road over the Merrimack River

**Bridge No. 070/117
Concord, NH**

Bridge Type, Size, and Location Study



Prepared By:



McFarland Johnson

53 Regional Drive • Concord, NH 03301

State Project No. 12004

January 15, 2014

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EXECUTIVE SUMMARY

The purpose of this Type, Size and Location Study report is to evaluate bridge replacement alternatives to replace the existing Bridge No. 070/117, which carries Sewalls Falls Road over the Merrimack River in Concord, New Hampshire.

The existing bridge was constructed in 1915 and consists of a two span steel Pratt truss and steel beam approach spans. The bridge was designed by John Storrs, a former five term Mayor of Concord and has historic significance. The bridge is on the State's Red List and is considered structurally deficient due to the deteriorated truss spans and westerly approach spans. The bridge is also functionally obsolete due the narrow width of the bridge; the bridge currently operates with one-way alternating traffic.

The report evaluates several bridge replacement alternatives, including two separate span arrangements and four distinct bridge types. The following bridge types were evaluated for the replacement structure:

- Structural Steel Girders
- Prestressed Concrete Girders
- Steel Through Truss
- Steel Through Arch

The structural steel girder alternative is recommended based on lower construction costs, reduced long-term maintenance, reduced construction duration, and improved constructability. The recommended replacement bridge consists of an overall length of 400 feet in a three span arrangement.

SUMMARY OF PROPOSED BRIDGE REPLACEMENT	
Bridge Recommendation:	Structural Steel Girder Alternative
Construction Duration:	18 Months
Construction Cost Estimate (Roadway & Bridge):	\$9,300,000
Utility Impacts:	Gas and Sewer relocations, and new waterline crossing on the bridge
Property Impacts:	Anticipated permanent slope easements, temporary construction easements
Foundation Type:	Reinforced Concrete Cantilevered Abutments Drilled Shaft Piers

PROJECT OVERVIEW

The Sewalls Falls Road bridge replacement project will replace the existing truss bridge with a modern bridge structure. The existing truss structure is structurally deficient with deteriorated members and a load rating below the legal load. The existing structure is also functionally obsolete with a narrow bridge width requiring one-way alternating traffic (see Figure 2).

This is an important connection across the Merrimack River between the Penacook area and East Concord (see Figure 1). Specific language has been taken from previous reports to help document existing conditions and project history. This has been done in an effort to minimize duplication of work and to provide overall consistency. The following was taken from the draft Alternatives Analysis Report prepared by CHA Consulting, dated July 19, 2013.

This project was initiated in 1994 by the New Hampshire Department of Transportation (NHDOT). In 1999, NHDOT retained the services of Clough, Harbour and Associates LLP, now CHA Consulting, Inc. (CHA), to perform the design engineering evaluations for the replacement of the Sewalls Falls Bridge under the Part A, Preliminary Engineering Services Phase of the project. Initial engineering evaluations focused on roadway alignment alternatives and associated impacts to cultural and natural resources. Through the public engagement process and meetings with stakeholders, design alternatives also included means of preserving and rehabilitating the existing bridge to carry legal highway loads. At the end of the NHDOT initiated Part A, the Preferred Alternative was to rehabilitate the existing Sewalls Falls Road Bridge to carry one lane of northbound traffic and construct a new single lane, steel beam bridge just upstream of the existing bridge to carry a single lane of southbound traffic. Both structures would be placed on a new cast-in-place concrete substructure. This was identified as the Proposed Action in the Final Environmental Study and Programmatic Section 4(f) Evaluation¹ that was prepared by NHDOT in 2010 (2010 Studies).

At the conclusion of the Part A Preliminary Engineering Phase, NHDOT turned the project over to the City of Concord to complete the final design and construction as a Municipally Managed Project under the Department's Bridge Aid Program. One of the first steps that the City undertook was to perform a detailed structural inspection and load rating analysis of the existing bridge to determine the extent of rehabilitation required, as this had not been performed under the NHDOT Part A Phase of the project. The results of the inspection and load rating determined that, while the bridge could be rehabilitated to carry legal highway loads, the extent of rehabilitation was substantial and included either strengthening or replacing the majority of the structural members. As a result of these findings, the City of Concord decided to reevaluate previously investigated alternatives to determine which alternative would best meet the near-term and long-term needs of the City and best serve the public safety.

The aforementioned Alternatives Analysis Report further documents the various bridge rehabilitation/replacement alternatives evaluated previously, and should be referenced accordingly. The Alternatives Analysis Report along with numerous other project documents can be accessed on the newly created project website at www.sewallsfallsbridge.com.

EXISTING CONDITIONS

The following narrative was also taken from the draft Alternatives Analysis Report prepared by CHA Consulting, dated July 19, 2013.

The Sewalls Falls Road Bridge over the Merrimack River (070/117) in the City of Concord is a 2-span steel Pratt Truss built in 1915. A multi-span steel approach was constructed on the westerly side in 1939 after the 1938 flood, to allow for floodwater storage. The bridge is supported by a cast-in-place concrete abutment on the west, a cut stone center pier and a cut stone pier on the west which also supports the east end of the steel approach structure which is further supported by a series of steel pile bents. The bridge was evaluated according to the National Register of Historic Places criteria. Based on this survey, the bridge is eligible for the National Register as an early example of a steel High Pratt Truss bridge. It retains a high level of integrity, location, design, setting, materials, workmanship, feeling and association.

The existing bridge is 338 feet long and just under 18 feet wide with a vertical clearance dictated by the existing portal geometry of 15.33 feet. It has one travel lane on an open steel grid deck that allows alternate one-way traffic flow, eastbound and westbound, with no sidewalks. This roadway provides local access to both the east and the west sides of the Merrimack River in the north part of the City of Concord, without the need to access Interstate-93. Since the bridge is limited to one lane of traffic, this necessitates alternating travel directions and the need for vehicles to stop to wait for oncoming traffic to cross the bridge. The current posted speed is 30 mph with the recommended speed being 20 mph due to one-way alternating traffic and the presence of poor sight distance approaching the bridge from the northeast and exiting the bridge from the southwest. The existing sight distance around the curve at the north end of the bridge is approximately 200 feet. The minimum stopping sight distance per AASHTO guidelines for the 30 mph posted speed limit is 200 feet. The cut slope embankment and vegetation on the inside of the curve is what controls the available sight distance.

The existing bridge and steel approach spans are in very poor condition and have been on the Municipal Red List for a number of years. Over the years the weight load has been downgraded from 14 tons to 10 tons, preventing the use of this bridge by City of Concord Emergency Vehicles. At a July 8, 2013 City Council Meeting, the City Council concurred with City Staff that the bridge be further down-posted to 3 tons and limited to passenger cars only. It has two steel spans with a single granite pier in the Merrimack River.

The steel trusses are in poor condition and need repair and repainting. Both abutments have extensive cracking and spalling of the concrete and there have been significant problems with the cut granite pier. A considerable number of stones have cracked, shifted, and/or fallen into the river, thereby compromising the overall integrity of the pier. Although NHDOT Bridge Maintenance forces have performed repairs, these are not considered as permanently addressing concerns with the pier. The existing substructure elements are founded on spread footings placed on original soil at the excavated depths. Piles supporting the substructure were not utilized making the bridge susceptible to scour. NHDOT recently placed riprap around the center pier to help correct scour at the pier.

BRIDGE REPLACEMENT ALTERNATIVES

Bridge Location

The proposed bridge is an on-line replacement based on the preferred alternative from the Alternatives Analysis Report prepared previously, and accepted by the City of Concord. The proposed roadway alignment is located at the centerline of the existing west approach roadway. The existing truss spans are offset slightly from the approach roadway, and therefore, the center of the existing bridge is not located on the centerline of the existing approach roadway. The proposed bridge will be centered on the proposed roadway alignment and widened in each direction to accommodate the proposed roadway width.

The proposed roadway profile was recently developed and approved by City staff (see Figure 3). The proposed profile will consist of a 2.59% grade across the bridge. The existing profile grade is approximately 0.3%. Additionally, the proposed roadway elevation at the existing west abutment will be approximately 3 feet higher than the existing elevation. The elevation increase combined with the increase in grade results in an increase in elevation at the existing east abutment of approximately 10 feet. The increased height of the proposed profile is a compromise between limiting the height of proposed east abutment and maximizing the roadway geometry at the east approach.

Bridge Size

The existing bridge consists of two truss spans over the river totaling approximately 340 feet in length and seven approach spans on the west side totaling approximately 320 feet. The proposed bridge length was established at 400 feet from centerline of abutment bearing to centerline of abutment bearing (see Figure 5). Each proposed abutment will be located approximately 30 feet behind the existing abutments of the truss spans. On the east side of the river, the proposed abutment is located further up the slope behind the existing abutment to minimize the total abutment height and the need for in-stream construction within cofferdams. On the west side of the river, the proposed abutment is also located approximately 30 feet behind the existing abutment to accommodate access for the existing heritage trail. The trail currently crosses from the Fish and Game parking lot and below Sewalls Falls Road, via the existing westerly approach spans, to the Conservation Property to the north. In addition to accommodating the recreation trail crossing, the 30 foot offset is also provided for wildlife passage, which was an important consideration resulting from previous coordination with natural resource agencies.

The proposed 400 foot bridge length also matches very closely with requirements of the New Hampshire Stream Crossing Rules. These rules require that a new, or replacement, bridge over a Tier 3 river (or greater) span 1.2 times the bank-full width of the stream crossed. The Merrimack River is a tier 3 river and qualifies under these rules. The bank-full width is the estimated width of the stream crossing assuming the flow is at the top of the banks. The bankfull width of the Merrimack River at this location is approximately 330 feet, resulting in a required bridge width of $330' \times 1.2 =$

396 feet. The existing westerly approach spans will be removed and the area west of the proposed abutments will be re-constructed with fill material.

The proposed bridge width is 40'-6" out-to-out. The cross section includes two 11'-0" travel lanes, two 5'-0" shoulders, one 5'-6" sidewalk, one 1'-6" rail support, and one 1'-6" rail support curb. This bridge section meets the City of Concord's roadway design standards, and also meets NHDOT and AASHTO roadway standards for this classification of roadway.

Bridge Type

There are a variety of traditional, non-traditional, and signature bridge types and span arrangements that could be used at this location. At 400 feet in total length, the proposed bridge length is at a known transition point where two-span bridges and three-span bridges can both be cost competitive, depending on site-specific soil conditions and foundation support considerations.

A two-span bridge alternative was initially considered for this location, but ultimately eliminated due to higher costs, less desirable aesthetics, and significantly more complicated and lengthy girder erection. Each span length would need to be 200 feet for the two-span option in order to meet the bridge length requirements established previously. At these span lengths, steel plate girders and prestressed concrete girders become less efficient, and deeper, heavier sections are required to meet the design requirements. One advantage of the two-span option is that a single pier is required within the river. This can be an important consideration for some projects, but was not considered to be critical for this bridge since the total waterway opening will be increased for the design flood events due to the proposed abutment setback on the east side of the river.

During the evaluation of the two-span option, we compared the reduced pier cost to the additional girder costs for the longer span and the results showed that the two-span bridge has slightly higher construction costs over three-span alternatives due to the heavier girder elements and complicated erection sequence.

The list of potential bridge types and span arrangements was then narrowed, and the four bridge types formally evaluated include:

- Three-Span Structural Steel Girder
- Three-Span Prestressed Concrete Girder
- Steel Through-Truss Main Span with Girder Approach Spans
- Steel Through-Arch Main Span with Girder Approach Spans

The three-span steel and concrete girders systems are very similar in all facets except for the type of girder. These are traditional type bridges that are very economical and common throughout New England. The steel through-truss bridge represents a non-traditional structure alternative, and although it is more costly to construct and maintain, this alternative closely matches the appearance of the existing historic bridge. The

through-arch option was evaluated at the request of the City in order to see if a signature bridge span could also meet the project goals, while providing a unique and visually appealing bridge crossing at this popular local recreational destination.

Aesthetics: The local community has expressed a desire for an attractive replacement structure that is visually different than a typical utilitarian interstate highway bridge. There are many architectural details and aesthetic treatments that can be used to enhance the general appearance of bridges, and some potential elements considered for the proposed bridge include:

- Concrete form liner treatments on exposed abutments and wingwalls
- Ornamental bridge and roadway lighting
- Ornamental bridge railing (crash tested)
- River overlooks on bridge (deck bump-outs)
- Overhead gateway arch at each end of the bridge
- Haunched girders (steel plate girder bridge option)

The costs of these elements vary depending on specific treatments selected, and an architectural allowance line item has been included in the individual construction cost estimates for budgetary purposes.

Bridge Foundations: Each of the bridge alternatives listed previously would have similar foundation types. Based on the two preliminary soil borings completed to date, bedrock is roughly at elevation 200 which is approximately 30 feet below the river bed elevation and 40 feet below the elevation of the Fish and Game parking lot. The borings indicate the subsurface soils to be primarily glacial till. The abutments for all four alternatives are anticipated to be concrete spread footings founded on piles. The piles are anticipated to be required for scour protection, however, a scour analysis may determine that piles are not required at one or both abutments.

The proposed piers will consist of two drilled shafts supporting two concrete columns and a concrete pier cap. The drilled shafts will be drilled into the bedrock to provide adequate support and scour protection. The only significant difference in the foundations between the various bridge alternatives will be the size of the drilled shafts and corresponding column and cap elements. The traditional bridge alternatives will have smaller diameter (and therefore less expensive) drilled shafts because the middle span is shorter than the non-traditional alternatives. The non-traditional alternatives have a longer middle span and will therefore require larger diameter drilled shafts as more weight is distributed to the piers.

Solid stem wall piers founded on piles were also considered as pier options. These types of piers may provide slightly better hydraulic properties but are not recommended for two important reasons, cost and schedule. A cost analysis was completed comparing drilled shaft construction and solid stem pier construction on piles, and the solid stem pier cost was roughly 15% (or \$100,000) more expensive. The other important difference between the pier types is construction schedule. The drilled shafts

are constructed by drilling out the earth and rock and installing steel reinforcement and concrete within a steel casing pipe. This construction requires specialized equipment, but is accomplished with limited environmental impact and without the need for dewatering. The solid stem pier option requires cofferdams to be installed, and a deep tremie seal to complete the pier construction in the dry. This will have significantly higher environmental impacts and schedule impacts as compared to the drilled shaft option.

A temporary construction access trestle will be required for each bridge type alternative to assist with existing bridge demolition, drilled shaft construction, and superstructure erection. The temporary trestle will be designed by the Contractor, but is anticipated, due to existing aerial utilities, to be located on the north (upstream) side of the bridge and be approximately 30 feet wide (see Figure 4). It is anticipated the trestle will be constructed from the west river bank and extend across the river as needed to install the proposed piers. The temporary trestle will not be allowed to span the entire width of the river as a minimum width of river will be required to remain open to accommodate recreational boating. Access to construct the trestle from the east river bank is impractical due to the steep grade and limited work space. The existing western approach bridge spans will need to be removed to allow construction of, and access to, the temporary trestle.

Structural Steel Girder Alternative

Steel plate girders are an economical and versatile bridge type system commonly used throughout the State. Steel can be easily fabricated to a variety of plate thicknesses and shapes that allow designs to be optimized to specific locations, span arrangements, and aesthetic appearances (including haunching of girders at pier locations). This bridge alternative uses four (4) steel plate girders in a three span arrangement to cross the Merrimack River (see Figures 6 & 7). A continuous girder system will be used to minimize the number of bridge joints required and to optimize the girder sections through moment distribution. This span arrangement would limit the number of joints to one expansion joint and one fixed joint.

Unpainted weathering steel is recommended for this location. Weathering steel utilizes a protective coating of rust (iron oxide) to guard against future corrosion. Weathering steel, unlike painted steel, continues to provide protection against corrosion without requiring costly maintenance of the paint system. The iron oxide coating provides a relatively uniform finish that is brown in color.

A reinforced concrete deck, acting compositely with the girder would be used for this alternative. An option would be included in the plans for the Contractor to use partial-depth precast deck panels, which can often speed up the construction process and reduce overall costs. This location is ideal for the use of partial-depth precast concrete deck panels as access to the bridge for installation of deck formwork is limited by the river.

The estimated time of construction for the steel girder alternative is 18 months. This estimate assumes construction begins April 2015 and is completed in October 2016. The construction schedule includes a complete winter shutdown period from December 1, 2015 through March 31, 2016. The October completion date allows for approximately two months of construction float for weather, utility, or other delays, before the December 2016 winter shutdown.

The traditional three span girder alternatives have the least long term maintenance costs. The maintenance recommendations are routine and can be performed by City personnel. Maintenance recommendations include annual pressure washing of deck and sidewalks, annual cleaning of deck joints, application of water repellant, sealing of deck asphalt cracks, removal of debris from water channel, and replacement of asphaltic plug joints (assume 7 year recurrence). The maintenance items have been annualized to annual costs based on a 20 year period for comparison purposes.

Prestressed Concrete Girder Alternative

The concrete girder alternative consists of precast, prestressed concrete North East Bulb Tee (NEBT) girders in a three span arrangement. Concrete girders are an economical bridge type system commonly used throughout the Country, though used less frequently in New Hampshire. This bridge alternative uses five (5) concrete girders in a three span arrangement to cross the Merrimack River (see Figures 8 & 9). The proposed span arrangement is the same span arrangement proposed for the steel plate alternative. The concrete girders would be field spliced and connected with cast-in-place closure pours and longitudinal post-tensioning to provide a continuous girder system. Continuous girders minimize the number of bridge joints required and optimize the girder sections through moment distribution. This span arrangement would limit the number of joints to one expansion joint and one fixed joint.

As with the steel girder alternative, a reinforced concrete deck, acting compositely with the Bulb Tee girder would be used for this alternative. An option would be included in the plans for the Contractor to use partial-depth precast deck panels, which can often speed up the construction process and reduce overall costs.

The concrete girder erection will be complicated with heavy girder picks, several field splices, and post-tensioning. The complexity of the girder erection may reduce local Contractors ability to utilize their own equipment, potentially driving up costs or preventing them from submitting bids.

The estimated time of construction for the Bulb Tee girder alternative is also 18 months. This estimate assumes construction begins April 2015 and is completed in October 2016. The construction schedule includes a complete winter shutdown period from December 1, 2015 through March 31, 2016. The October completion date allows for approximately two months of construction float for weather, utility, or other delays, before the December 2016 winter shutdown.

The traditional three span girder alternatives have the least long term maintenance costs. The maintenance recommendations are routine and can be performed by City personnel. Maintenance recommendations include annual pressure washing of deck and sidewalks, annual cleaning of deck joints, application of water repellant, sealing of deck asphalt cracks, removal of debris from water channel, and replacement of asphaltic plug joints (assume 7 year recurrence). The maintenance items have been annualized to annual costs based on a 20 year period for comparison purposes.

Steel Through-Truss Alternative

The steel through-truss alternative is a non-traditional bridge type that is not commonly used for bridges of this relatively short total length. This bridge type is included as an alternative for this location given the historic characteristics of the existing Sewall Falls truss bridge. The proposed span arrangement consists of a 250-foot main truss span with two, 75-foot girder approach spans (see Figure 10). The main truss span will be a Pratt Truss type consistent with the existing bridge truss type. The main truss span, as are all trusses, would be a fracture critical structure. This span arrangement would require four bridge deck joints, two expansion joints and two fixed joints.

A reinforced concrete deck would be used for this alternative that acts compositely with the stringers and floorbeams. Due to the floorbeam-stringer floor structure, precast deck panels would not be a viable option. The inability to utilize precast deck panels will add cost and time to the overall deck construction.

Based on the proposed span arrangement, the temporary trestle required for the truss bridge construction will extend from the west bank to the proposed eastern pier, or extend from each bank with an open middle. Extension of the temporary trestle from the west bank only may reduce the open water (width of river open for recreational boating) available to an unacceptable width. Extension of the temporary trestle from the east bank will be difficult and costly due to the steep grade of the bank and the limited available lay down area. Temporary shoring towers will likely be required to erect the truss span. The shoring towers will add cost, time, and environmental impact to the project.

The estimated time of construction for the steel through-truss alternative is 20 months. This estimate assumes construction begins April 2015 and is completed in December 2016. The construction schedule includes a complete winter shutdown period from December 1, 2015 through March 31, 2016. The December completion date does not allow for any construction float for weather, utility, or other delays, before the December 2016 winter shutdown.

The steel through-truss bridge has higher long term maintenance costs when compared to the traditional three-span steel and concrete girder alternatives, and not all of the maintenance recommendations are routine and can be performed by City personnel. Additional maintenance items including bearing cleaning and lubrication, and touch up of truss coating are recommended. The cleaning and lubricating of the bearing is

recommended every 5 years to ensure proper operation of the expansion bearings; this task would involve jacking of the truss and would likely not be performed by City personnel. The touch up of the truss coating (whether painted, galvanized, or metalized) is recommended every 10 years for the bottom chord panel points. This would require cleaning and application of touch up material and would likely not be performed by City personnel. The annualized maintenance costs for the truss bridge alternative are estimated to be three times the annualized maintenance costs associated with the traditional three-span steel and concrete girder alternatives.

Steel Through-Arch Alternative

The steel through-arch alternative is a non-traditional bridge type typically used as a gateway or signature span. This bridge type is included as an alternative to represent a signature span to replace the existing historic truss. The proposed span arrangement consists of a 250-foot main arch span with two, 75-foot approach spans (see Figure 11). The main arch span would be a tied arch consisting of either vertical or slanted arch rib segments. This span arrangement would require four bridge deck joints, two expansion joints and two fixed joints.

A 'tied' arch utilizes a bottom chord to resist the large thrust forces associated with an arch type structure. A true arch would require large foundation blocks (preferably founded on rock) to resist the thrust forces. Considering the depth to bedrock, a tied arch is a more economical structure type for this location. Although a tied arch is a fairly common signature type bridge, the bottom chord arch tie is a fracture-critical element.

A reinforced concrete deck would be used for this alternative that acts compositely with the stringers and floorbeams. Due to the floorbeam-stringer floor structure, precast deck panels would not be a viable option. The inability to utilize precast deck panels will add cost and time to the overall deck construction.

The temporary trestle for the arch bridge would be similar to that required for the truss bridge discussed previously. Temporary shoring towers would also be required to erect the arch span. The shoring towers will add cost, time, and environmental impact to the project. The complexity of erection and unfamiliarity associated with the bridge type may reduce local Contractors ability to utilize their own equipment, potentially driving up costs or preventing them from submitting bids.

The estimated time of construction for the steel through-arch alternative is 24 months. This estimate assumes construction begins April 2015 and is completed in the Spring of 2017. The construction schedule includes a complete winter shutdown period from December 1, 2015 through March 31, 2016 and December 1, 2016 through March 31, 2017. It may be possible to complete the project in the Fall of 2016, but this would require mandatory work during the winter shutdown periods, which would likely increase costs.

The steel through-arch bridge has higher long term maintenance costs when compared to the traditional three-span steel and concrete girder alternatives, and not all of the maintenance recommendations are routine and can be performed by City personnel. The same maintenance recommendations apply for the truss bridge, however, additional maintenance items including bearing cleaning and lubrication, touch up of arch coating, and adjustment of tension cables are recommended. The cleaning and lubricating of the bearing is recommended to every 5 years to ensure proper operation of the expansion bearings; this task would involve jacking of the arch and would likely not be performed by City personnel. The touch up of the arch coating (whether painted, galvanized, or metalized) is recommended every 10 years for the bottom chord panel points. This would require cleaning and application of touch up material and would likely not be performed by City personnel. The adjustment of the tension cables are performed to provide consistent load distribution and would be completed by a specialized Contractor. The annualized maintenance costs for the arch bridge alternative are similar to the through-truss bridge and are also estimated to be three times the annualized maintenance costs associated with the traditional three-span steel and concrete girder alternatives.

UTILITIES

The existing bridge carries an 8" gas main on the south fascia and a 12" sewer main on the north fascia. There are existing pole supported aerial lines to the south of the existing bridge. The aerial utilities consist of electric, telephone, and fire alarm and are located within an easement on the adjacent Fish & Game property. The underground utilities will need to be relocated during construction and incorporated into the final bridge. Additionally, the City is proposing to install a new 16" water main on the new bridge.

The existing 8" gas main provides service across the Merrimack River to Penacook to the west and up Mountain Road to the east. This is a redundant system and service can be provided to customers from each side of the river. It has been determined through coordination with gas utility that the existing gas main across the river can be removed from service for the duration of the bridge construction.

The existing 12" sewer main provides service across the Merrimack River to the Concord Monitor facility and one residential property. The bridge construction must accommodate the sewer to the two users noted. Several options were evaluated including:

- Construction of a temporary utility bridge across the Merrimack River
- Providing storage tanks and pumping as required to meet demand
- On-site treatment located on Concord Monitor property
- Phased construction utilizing the existing structure to carry the sewer

Considerations were given to overall cost of each option and impact to construction operations. The on-site treatment option was expensive and determined to be

impractical due to excessive permitting requirements. The temporary utility bridge and use of phased construction options were expensive and had significant impacts to construction operations. The option of providing storage tanks was the least expensive (based on historical usage of the Concord Monitor facility) and had the least impact to construction operations, and therefore, is the recommended option to accommodate the sewer during construction.

The existing aerial lines south of the bridge are not anticipated to impact the construction of traditional bridge types. The aerial lines could impact the construction of non-traditional bridge types where the bridge structure is widened and extends above the bridge deck. If one of these non-traditional bridge types are selected, relocation of the aerial lines may be necessary, and would add significant cost to the project.

CONCLUSIONS & RECOMMENDATIONS

A decision matrix has been developed on the following page that compares and summarizes each of the bridge type alternatives relative to several key considerations.

From a cost perspective, the traditional bridge types (structural steel girders or prestressed concrete girders) provide the most economical solutions to the bridge replacement. These alternatives have the lowest total project costs, lowest annual maintenance costs, shortest construction duration and least impact to utilities. For the above reasons, a traditional bridge alternative is recommended. The aesthetics of the traditional bridge types can be significantly improved with the inclusion of architectural details and elements as previously discussed.

The steel through-arch alternative is not recommended due to the significantly higher total project costs, fracture critical elements, increased long-term maintenance costs, longer and more complex construction duration, and impact to aerial utilities. This bridge alternative does provide an aesthetically pleasing and unique signature span, but based on the project location, the cost-benefit ratio of this alternative is not desirable.

The steel-through truss is also not recommended due to modestly higher total project costs, increased long-term maintenance costs, fracture critical elements, longer and more complex construction duration, and impact to aerial utilities. However, the construction cost of this alternative is within the allotted budget, and could be given additional consideration if there was overwhelming community support for this bridge type.

Finally, considering the two traditional bridge types, the structural steel girder alternative is recommended over the prestressed concrete girder alternative. The structural steel girder alternative provides more versatility for enhancement of aesthetic value through haunching of girders. The structural steel girder alternative also utilizes more standard girder erection methods thereby promoting better local Contractor turnout and associated competitive construction costs.

SEWALLS FALLS ROAD OVER MERRIMACK RIVER

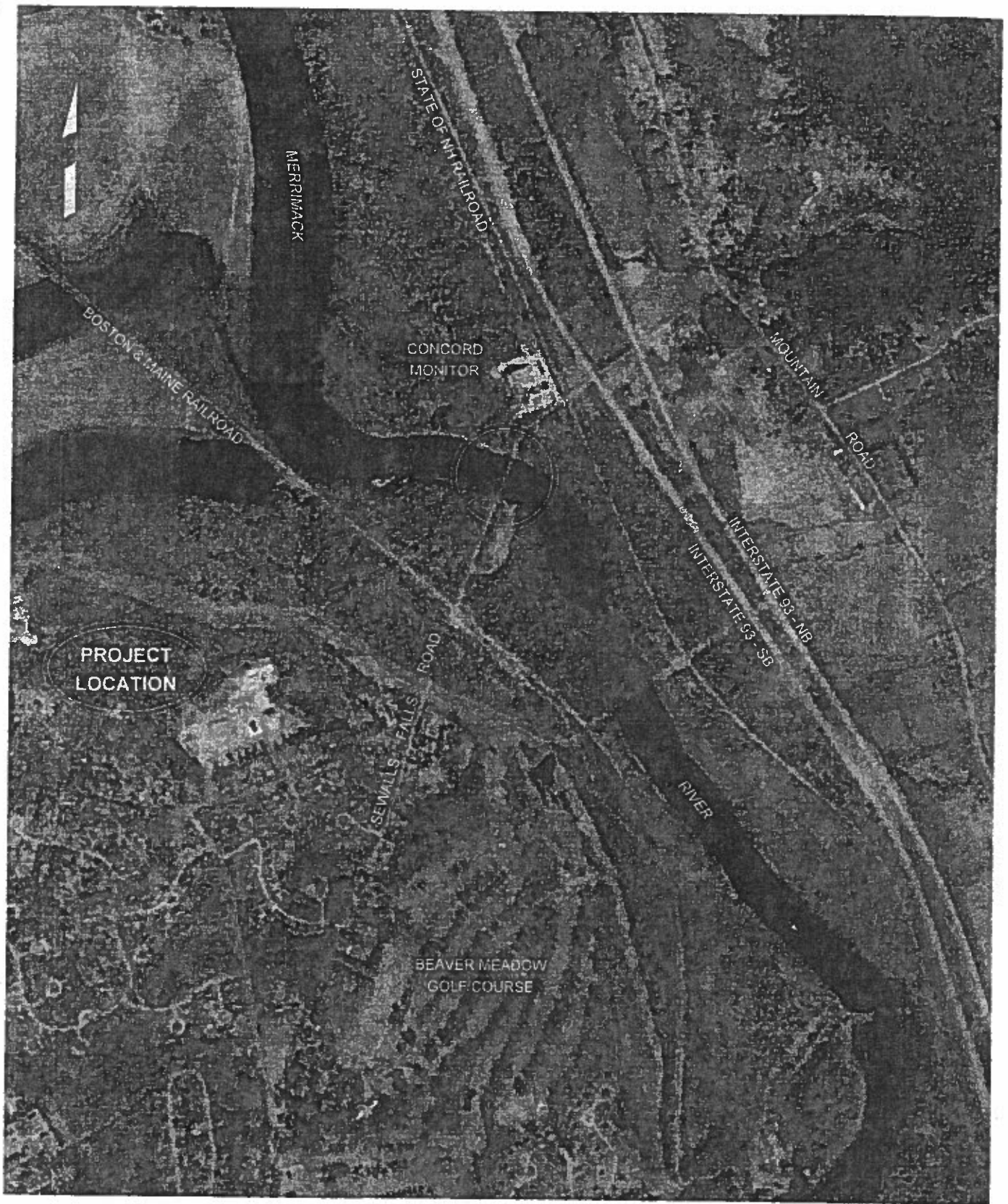
Bridge Alternatives Decision Matrix

CONSIDERATION	BRIDGE REPLACEMENT ALTERNATIVES			
	ALTERNATIVE A Structural Steel Girder	ALTERNATIVE B Prestressed Concrete Girder	ALTERNATIVE C Steel Through Truss	ALTERNATIVE D Steel Through Arch
Span Arrangement	125' - 150' - 125'	125' - 150' - 125'	75' - 250' - 75'	75' - 250' - 75'
Construction Duration	18 Months	18 Months	20 Months	24 Months
Constructability	Average	Average	Moderately Complex	Complex
Long-Term Maintenance	<ul style="list-style-type: none"> • Routine Maintenance • Routine Inspection 	<ul style="list-style-type: none"> • Routine Maintenance • Routine Inspection 	<ul style="list-style-type: none"> • Advanced Maintenance • Advanced Inspection 	<ul style="list-style-type: none"> • Specialized Maintenance • Specialized Inspection
Utility Impacts	Gas and Sewer Relocation	Gas and Sewer Relocation	<ul style="list-style-type: none"> • Gas and Sewer Relocation • Aerial Utility Conflict 	<ul style="list-style-type: none"> • Gas and Sewer Relocation • Aerial Utility Conflict
Visual Aesthetics	Traditional	Traditional	Truss Span	Signature Span
Estimated Project Costs	Bridge Construction = \$6.3M* Roadway Construction = \$3.0M Aerial Utility Relocations = \$0.0M Right of Way & Mitigation = \$0.3M Engineering & Permits (10%) = \$1.0M Construction Admin. (6%) = \$0.6M Total Project Costs = \$11.2M**	Bridge Construction = \$6.5M* Roadway Construction = \$3.0M Aerial Utility Relocations = \$0.0M Right of Way & Mitigation = \$0.3M Engineering & Permits (10%) = \$1.0M Construction Admin. (6%) = \$0.6M Total Project Costs = \$11.4M**	Bridge Construction = \$7.8M* Roadway Construction = \$3.0M Aerial Utility Relocations = \$0.4M Right of Way & Mitigation = \$0.3M Engineering & Permits (11%) = \$1.2M Construction Admin. (7%) = \$0.8M Total Project Costs = \$13.5M**	Bridge Construction = \$9.3M Roadway Construction = \$3.0M Aerial Utility Relocations = \$0.4M Right of Way & Mitigation = \$0.3M Engineering & Permits (11%) = \$1.4M Construction Admin. (7%) = \$0.9M Total Project Costs = \$15.3M**

* Includes Allowance for Architectural Bridge Treatments

** Does not include Non-Participating Utility Work

FIGURES



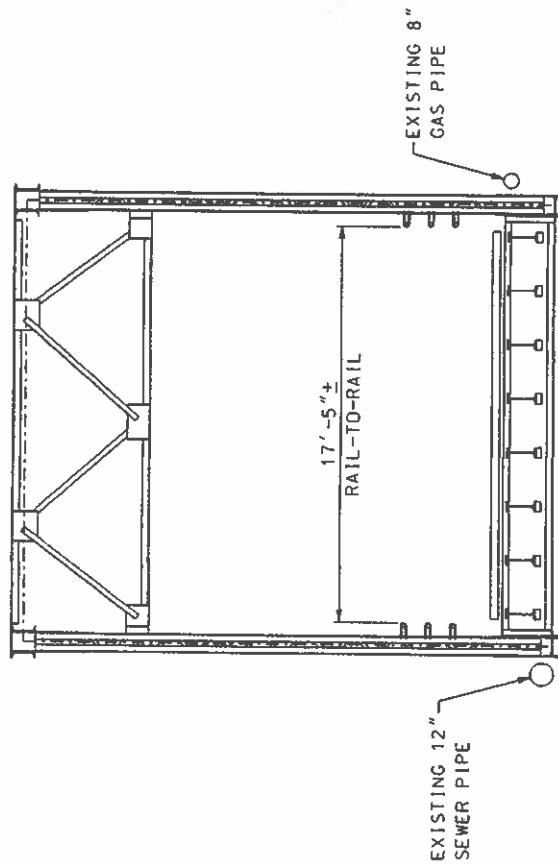
PLAN

SCALE: 1" = 1000'

FIGURE 1

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

PROJECT LOCATION PLAN



TYPICAL BRIDGE SECTION
 SCALE: $\frac{3}{16}" = 1'-0"$

FIGURE 2

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

EXISTING BRIDGE



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PVI 318+58.66
ELEV = 301.03
L 127.65'
K 29.03

APPROXIMATE
RR ROW
PVT 319+22.48
ELEV = 301.42

PVC 317+94.83
ELEV = 297.84

Q BRG ABUT B
PVI 314+25.00
ELEV = 279.35
L 150.00'
K 62.36
PVT 315+00.00
ELEV = 283.10

Q BRG PIER 2
PVC 313+50.00
ELEV = 277.40

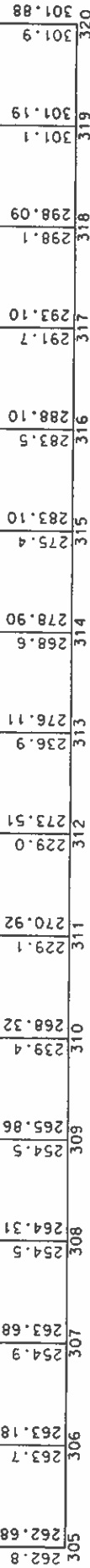
Q BRG PIER 1
Q BRG ABUT A
PVI 309+50.00
ELEV = 267.03

PVI 308+50.00
ELEV = 264.43
L 200.00'
K 95.50

PVC 307+50.00
ELEV = 263.93

2.59%

5.00%



PROFILE

SCALE: 1" = 100' HORIZONTAL
1" = 20' VERTICAL

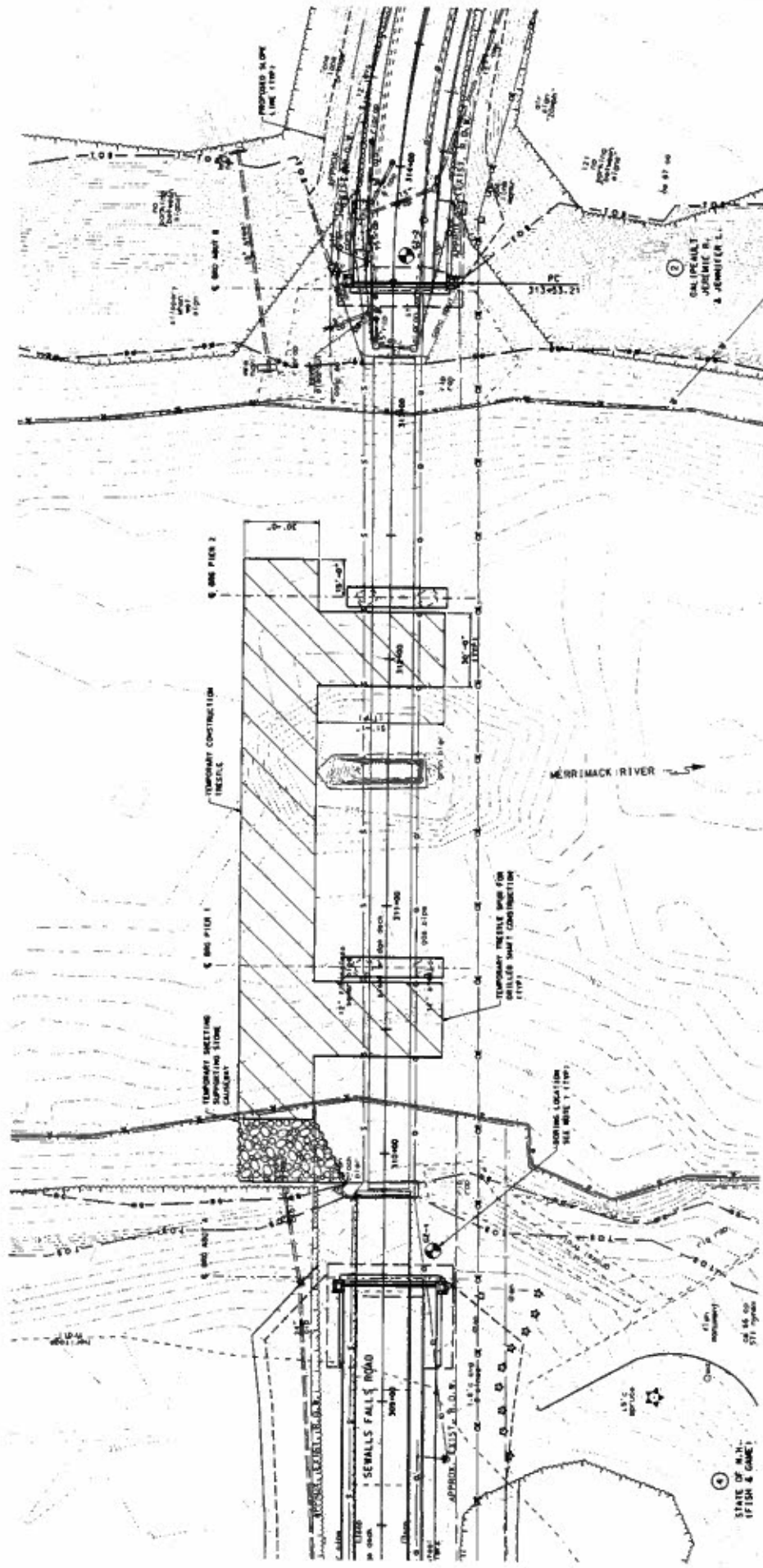
FIGURE 3

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

PROPOSED PROJECT PROFILE



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SITE PLAN
SCALE: 1" = 40'

FIGURE 4

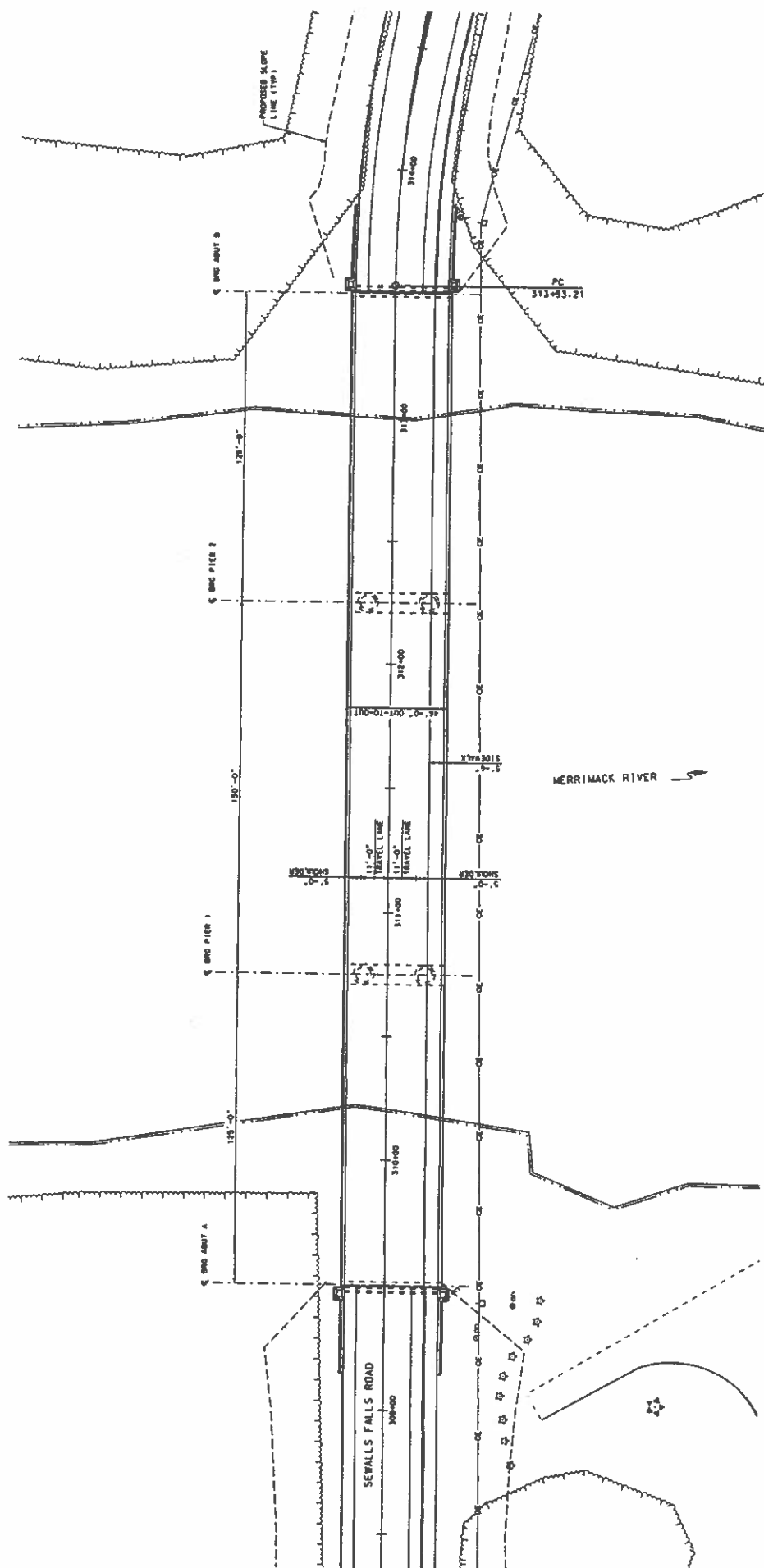
SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER
STRUCTURAL STEEL GIRDER



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NOTE

1. SEE APPENDIX C FOR GEOTECHNICAL NOTINGS.



GENERAL PLAN
SCALE: 1" = 40'

FIGURE 5

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

STRUCTURAL STEEL GIRDER



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STRAIGHT GIRDER ELEVATION

SCALE: 1" = 40'



HAUNCHED GIRDER ELEVATION

SCALE: 1" = 40'

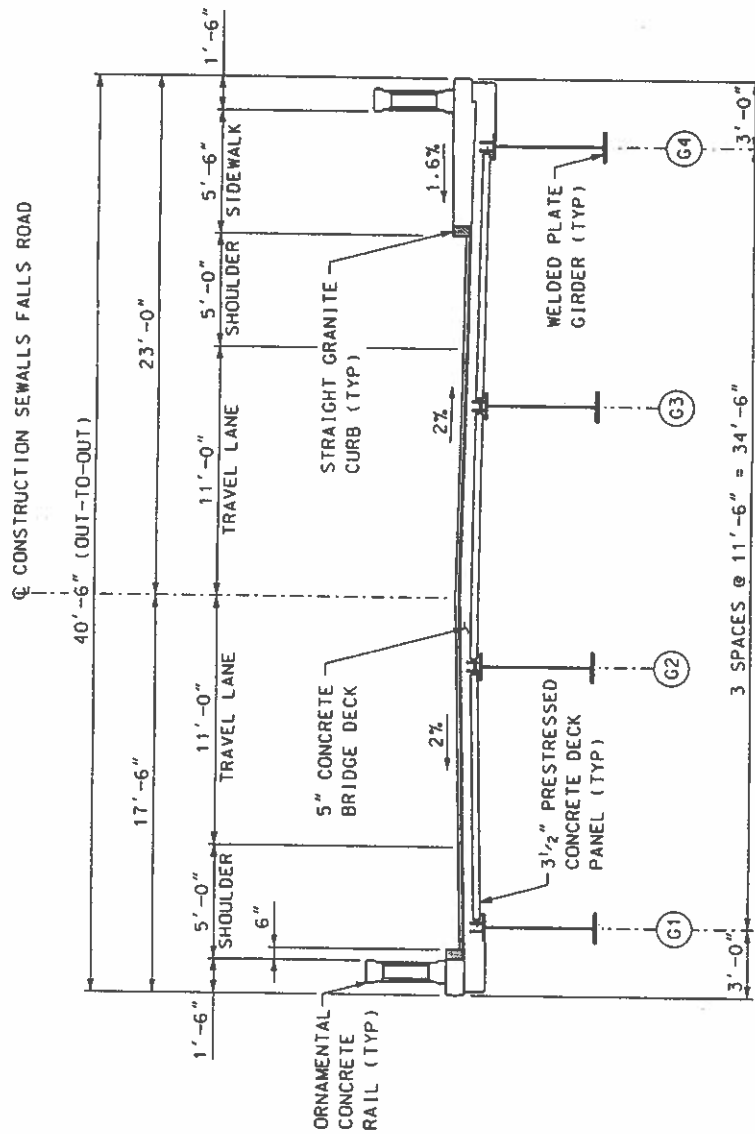
FIGURE 6

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

STRUCTURAL STEEL GIRDER



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TYPICAL BRIDGE SECTION
 SCALE: $\frac{3}{16}" = 1'-0"$

FIGURE 7

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

STRUCTURAL STEEL GIRDER



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BRIDGE ELEVATION
SCALE: 1" = 40'

FIGURE 8

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

PRESTRESSED CONCRETE GIRDER



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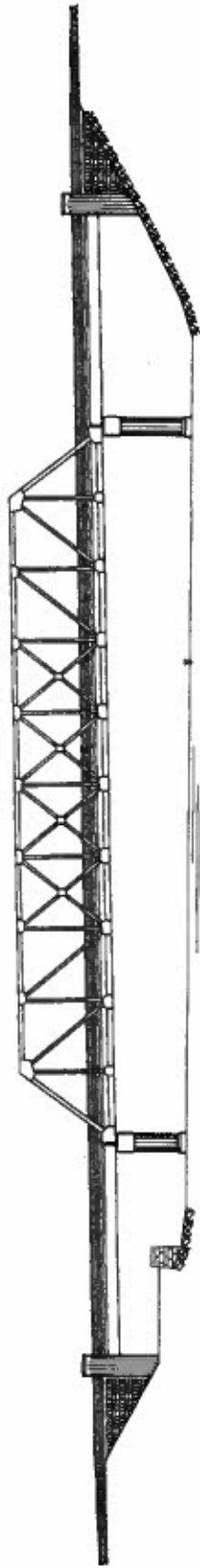


SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

PRESTRESSED CONCRETE GIRDER



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BRIDGE ELEVATION
SCALE: 1" = 40'

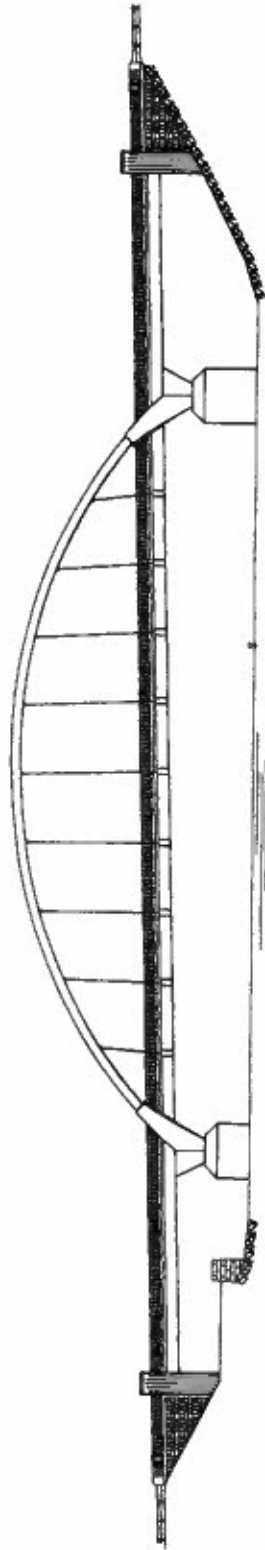
FIGURE 10

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

STEEL THROUGH-TRUSS



McFarland Johnson



BRIDGE ELEVATION

SCALE: 1" = 40'

FIGURE 11

SEWALLS FALLS BRIDGE OVER MERRIMACK RIVER

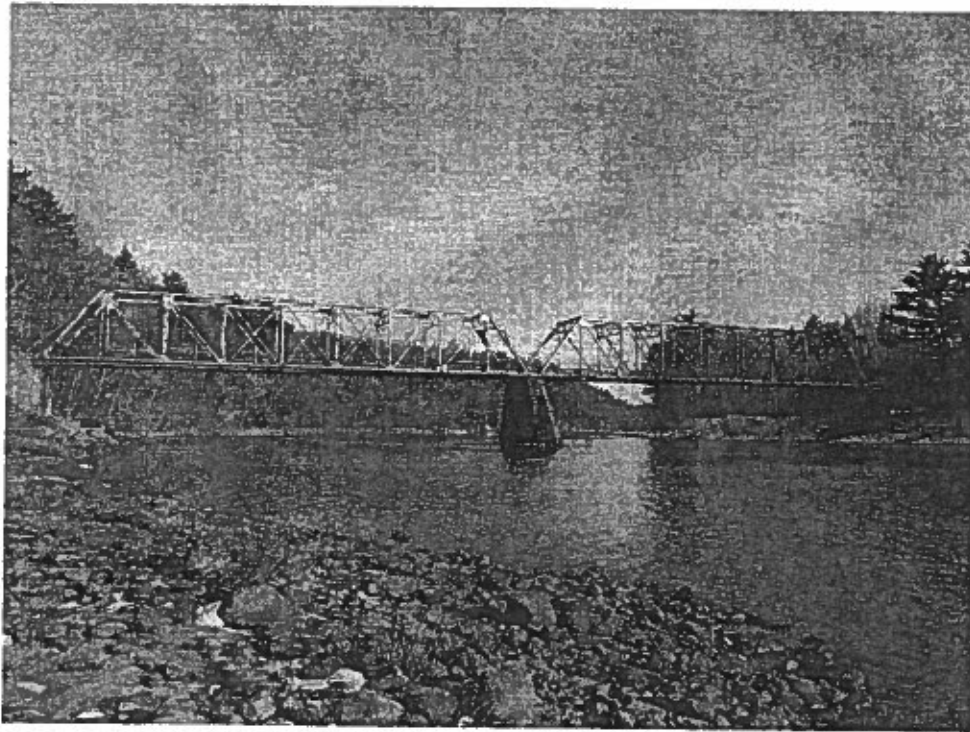
STEEL THROUGH ARCH



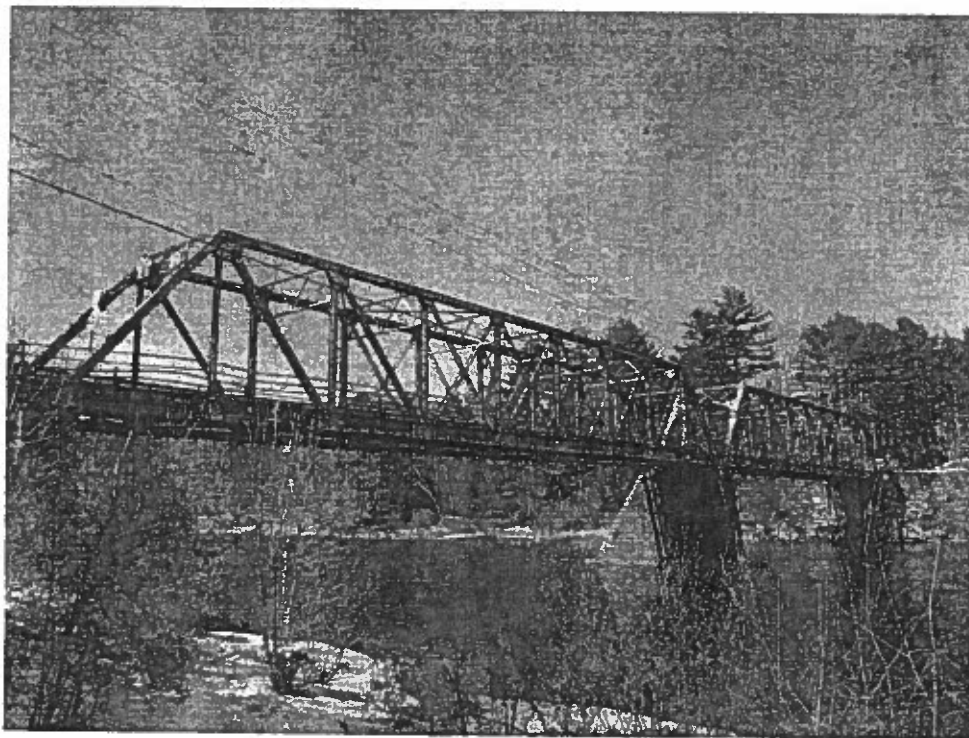
 McFarland Johnson

PHOTOGRAPHS

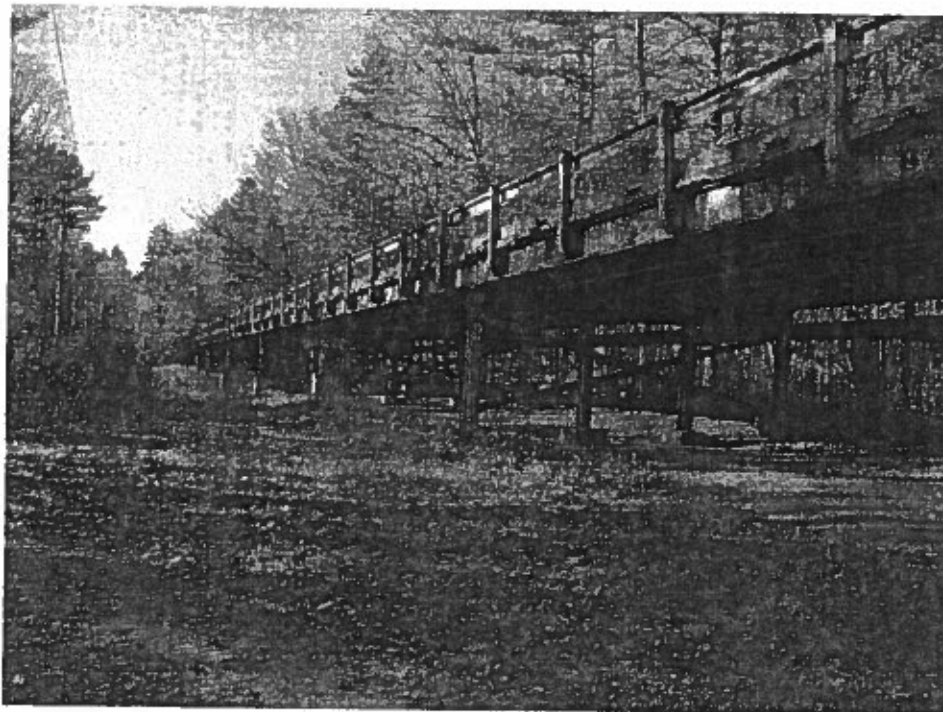
APPENDIX A



Photograph No. 1: Upstream Structure Elevation



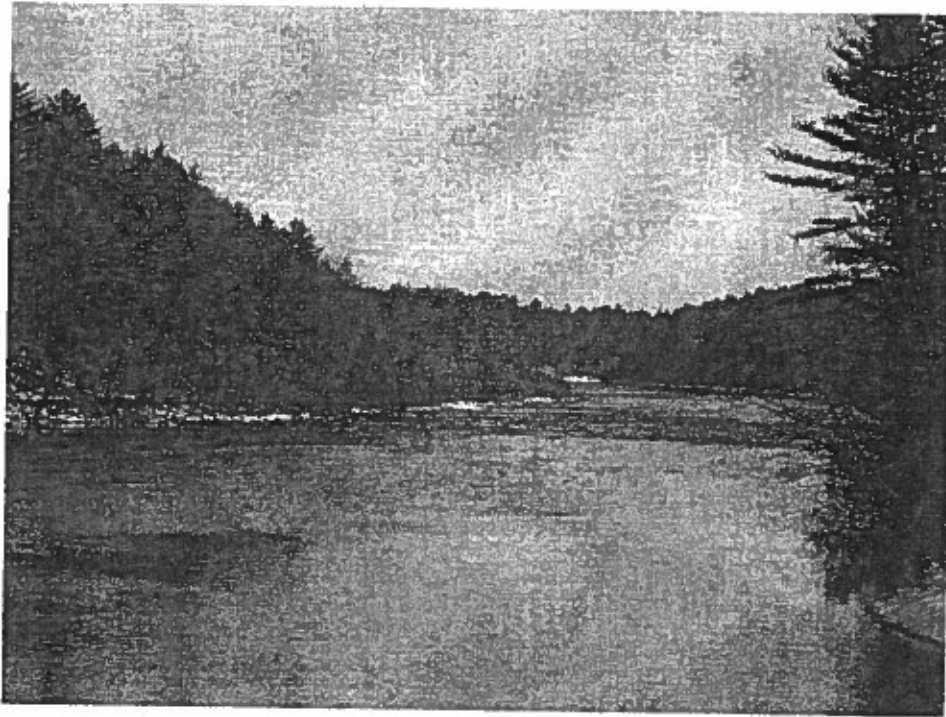
Photograph No. 2: Downstream Structure Elevation



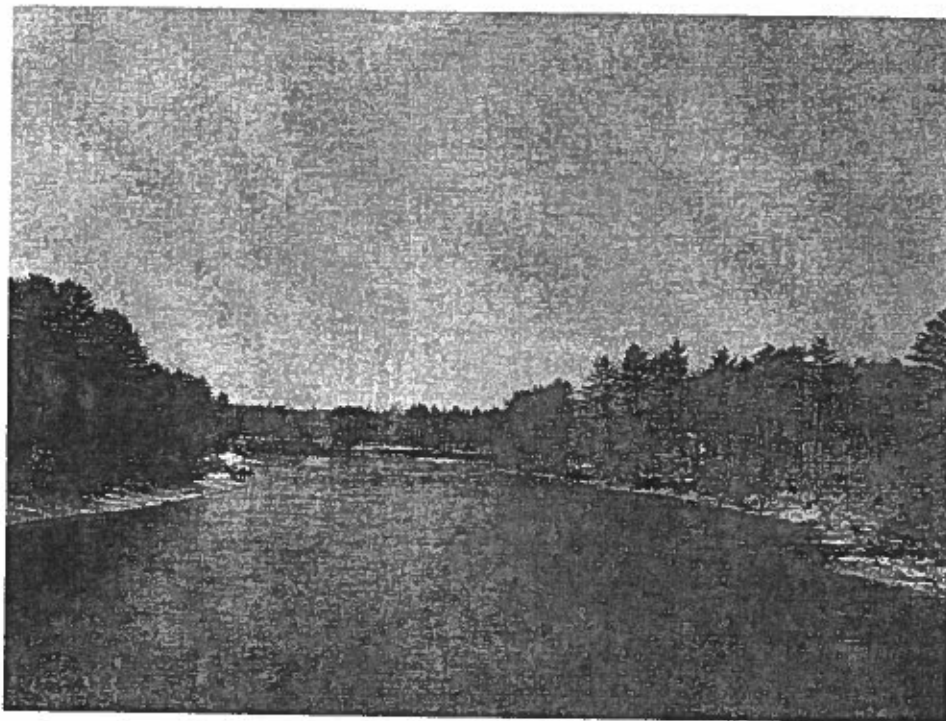
Photograph No. 3: Western Approach Spans



Photograph No. 4: Western Approach Spans



Photograph No. 5: View Looking Downstream of Bridge



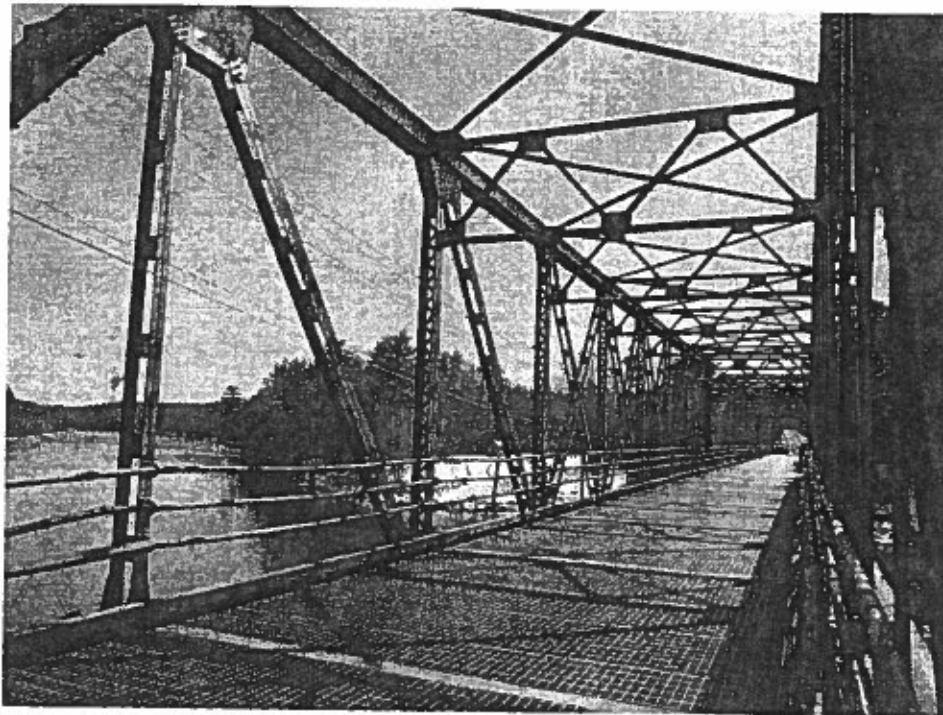
Photograph No. 6: View Looking Upstream of Bridge



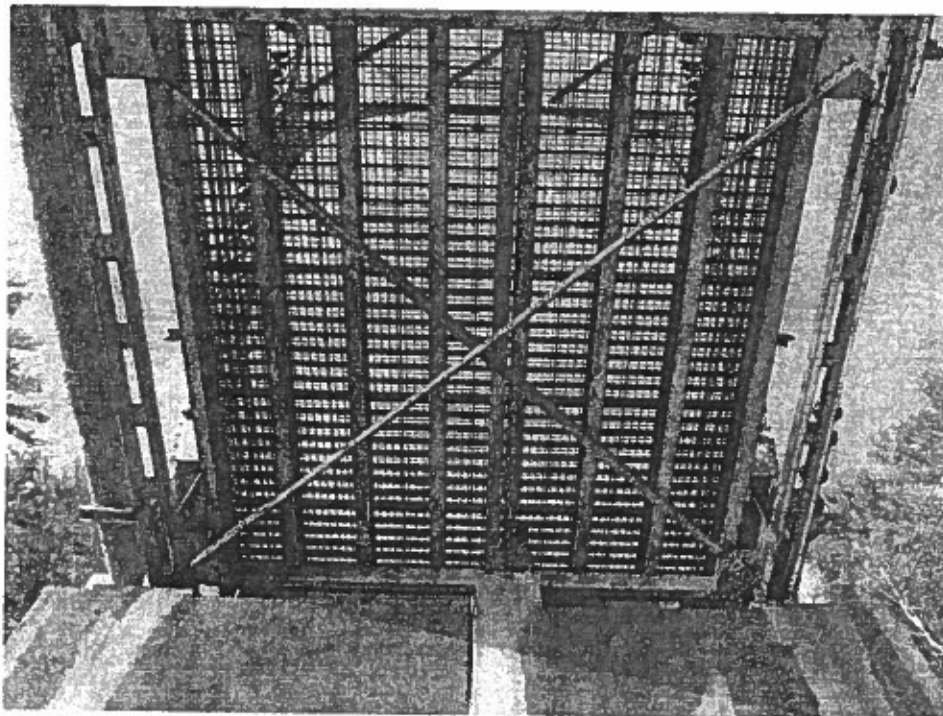
Photograph No. 7: Western Bridge Approach



Photograph No. 8: Eastern Bridge Approach



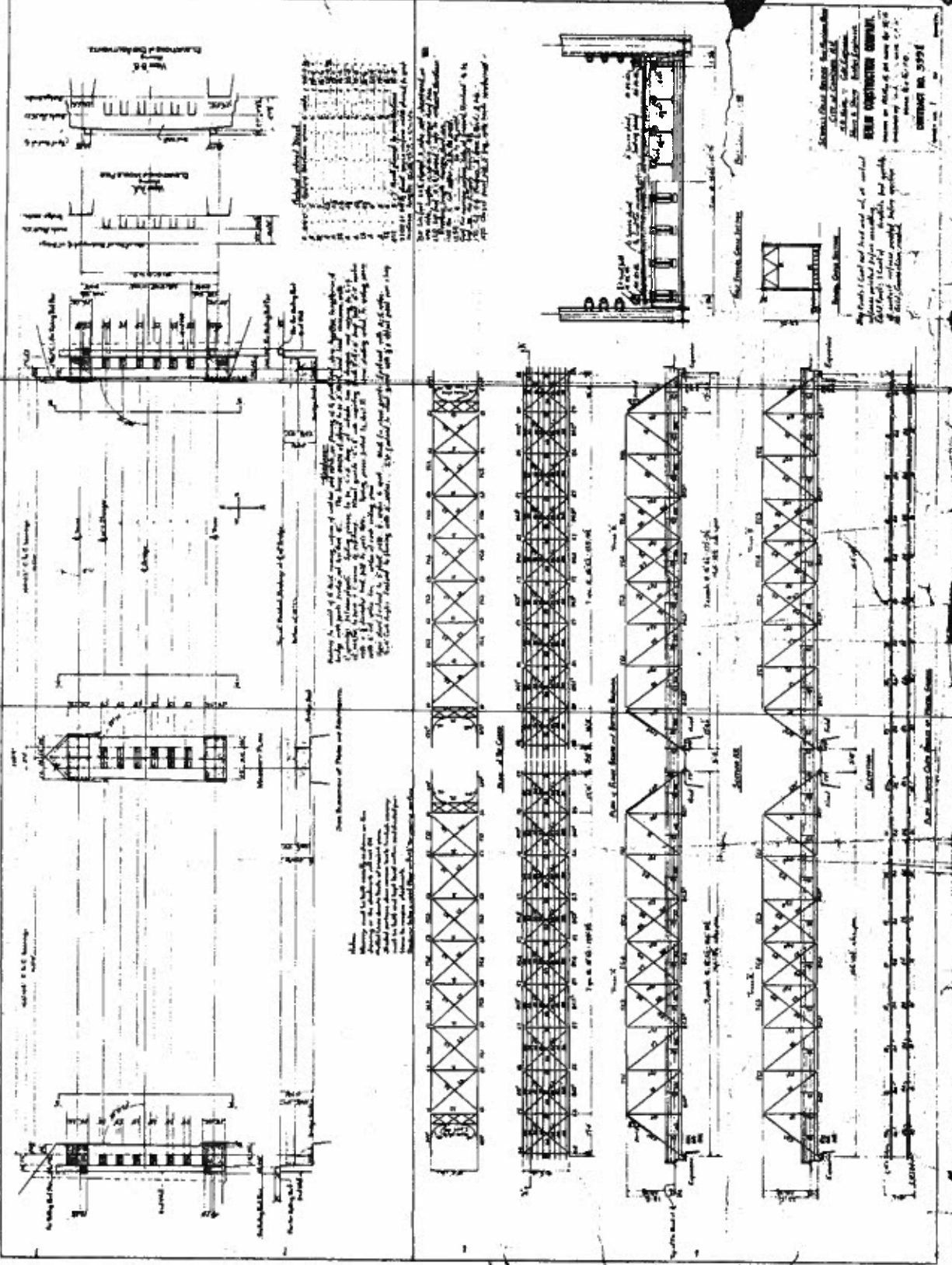
Photograph No. 9: View Through Bridge



Photograph No. 10: Typical Underside of Deck

EXISTING BRIDGE PLANS

APPENDIX B



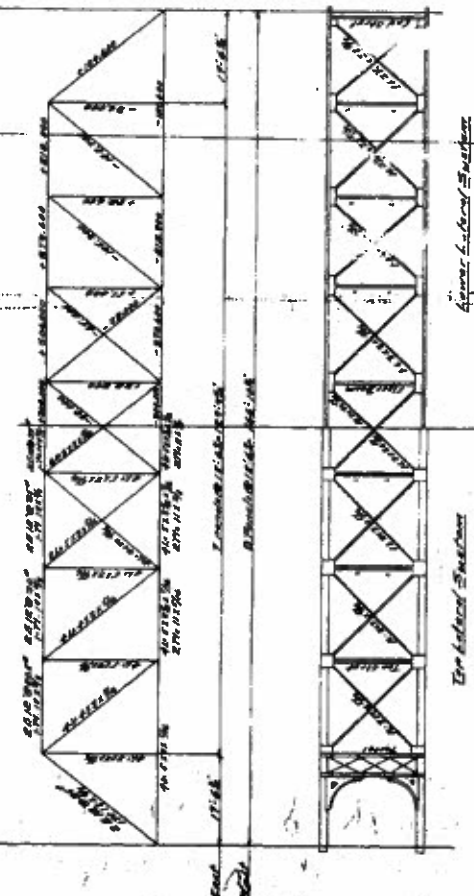
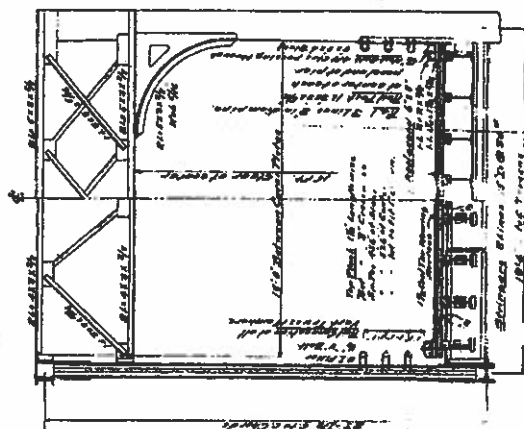
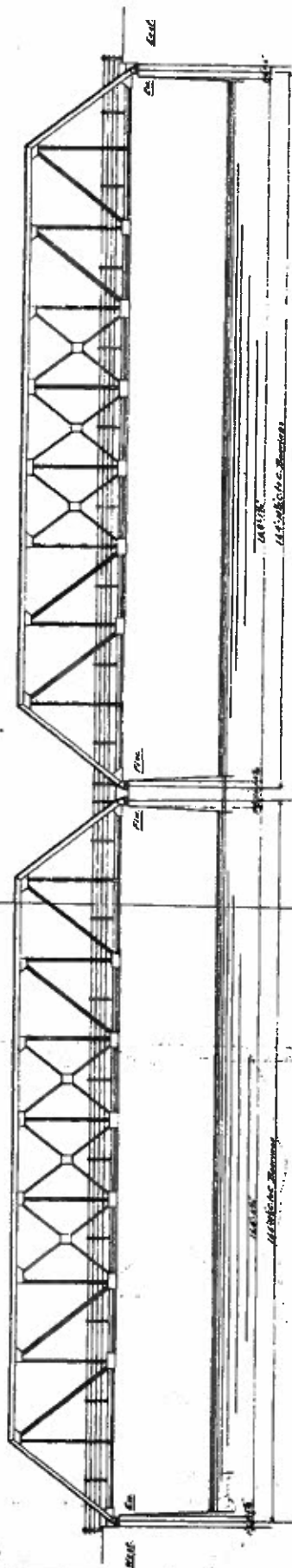
Structural Steel Bridge, Bridge Deck
 City of Cambridge, Mass.
 A. L. Smith, Jr. Civil Engineer
 John A. Smith, Bridge Engineer
 JOHN A. SMITH, CIVIL ENGINEER
 100 N. BOSTON ST., BOSTON, MASS.
 1910

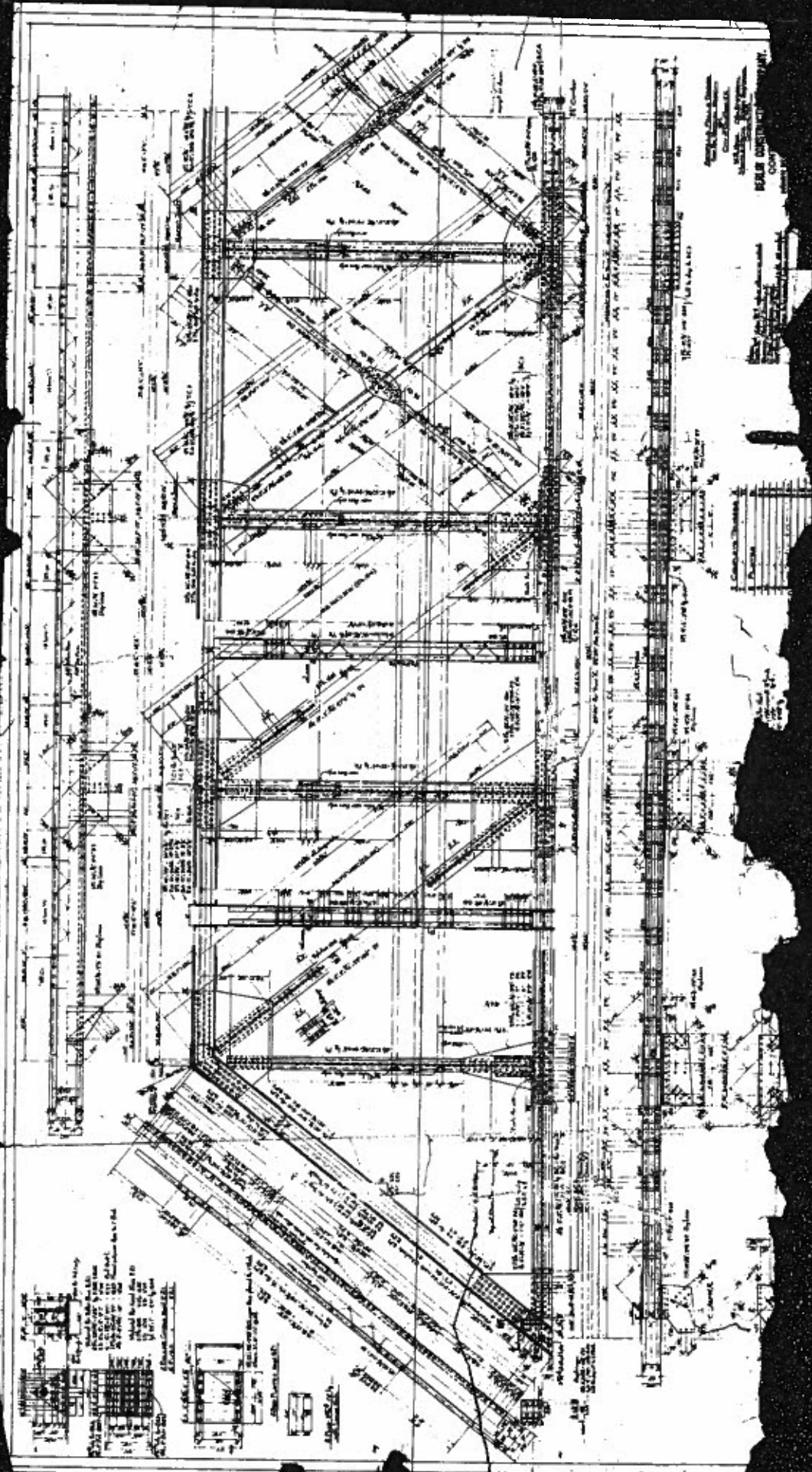
The bridge is a steel truss bridge, with a deck of steel plate girders. The bridge is supported by two piers, and the deck is supported by the piers. The bridge is a single span bridge, and the deck is supported by the piers. The bridge is a steel truss bridge, with a deck of steel plate girders. The bridge is supported by two piers, and the deck is supported by the piers. The bridge is a single span bridge, and the deck is supported by the piers.

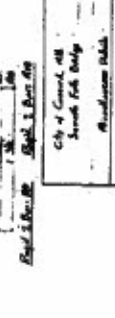
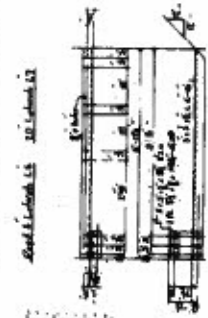
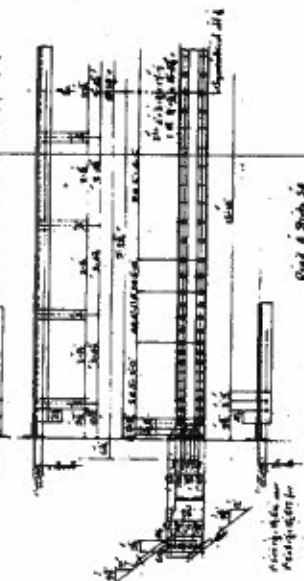
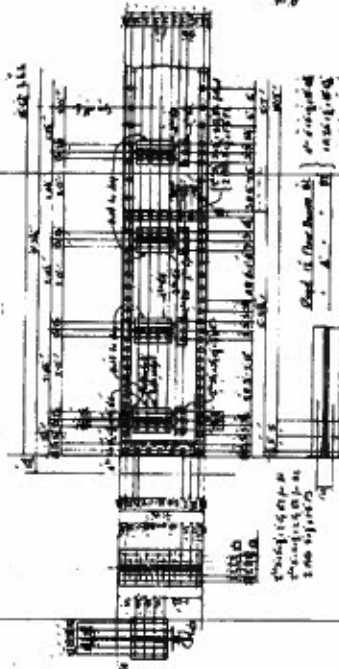
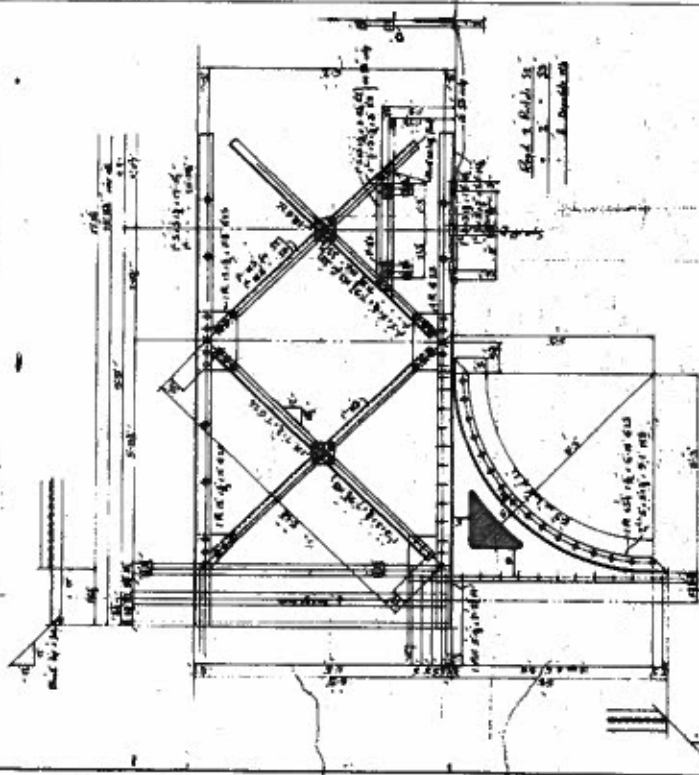
The bridge is a steel truss bridge, with a deck of steel plate girders. The bridge is supported by two piers, and the deck is supported by the piers. The bridge is a single span bridge, and the deck is supported by the piers. The bridge is a steel truss bridge, with a deck of steel plate girders. The bridge is supported by two piers, and the deck is supported by the piers. The bridge is a single span bridge, and the deck is supported by the piers.

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DRAWING NO. 3 OF 3
 CONTRACT NO. 2008
 ROAD & BRIDGE
 DEPT. OF TRANSPORT
 STATE OF TEXAS

Answer not yet received.
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GEOTECHNICAL BORINGS

(See Site Plan, Figure 4, for Locations)

APPENDIX C



TEST BORING LOG



GZA
GeoEnvironmental, Inc.
Engineers and Scientists

McFarland-Johnson, Inc.
Concord BRF-X-5099 (021), 12004
Sewalls Falls Road
Concord, New Hampshire

EXPLORATION NO.: GZ-1
SHEET: 1 of 2
PROJECT NO: 04.0029949.00
REVIEWED BY: D. Lamothe

Logged By: M. Alihodzic
Drilling Co.: New Hampshire Boring, Inc.
Foreman: M. Misiaszek

Type of Rig: Morooka Track
Rig Model: B-53
Drilling Method: Drive-and-Wash
Boring Location: See Plan
Ground Surface Elev. (ft.): 250.0
Final Boring Depth (ft.): 48
Date Start - Finish: 11/11/2013 - 11/11/2013

H. Datum: NAD83
V. Datum: NAVD88

Hammer Type: Safety Hammer
Hammer Weight (lb.): 140
Hammer Fall (in.): 30
Auger or Casing O.D./I.D Dia (in.): 4"

Sampler Type: SS
Sampler O.D. (in.): 2.0
Sampler Length (in.): 24
Rock Core Size: NX

Groundwater Depth (ft.)

Date	Time	Water Depth	Stab. Time
11/11/2013	1407	8.7	10 min.
11/11/2013	1457	9.0	1 hour

Depth (ft)	Casing Blows/ Core Rate	No.	Depth (ft.)	Pen. (in)	Rec. (in)	Blows (per 6 in.)	SPT Value	Sample Description and Identification (Modified Burmister Procedure)	Remark	Field Test Data	Depth (ft.)	Stratum Description	Elev. (ft.)
		S-1	0-2	24	16	8 12 12 10	24	S-1: 2 inches of Topsoil, over Medium dense, brown, fine to coarse SAND, little Silt, trace Gravel.			0.16	TOPSOIL	249.8
5		S-2	4-6	24	14	17 6 7 6	13	S-2: Medium dense, gray, fine to medium SAND, some Silt.					
10		S-3	9-11	24	10	4 10 11 10	21	S-3: Medium dense, gray, fine to medium SAND, some Silt.					
15		S-4	14-15.2	14	6	35 54 50/2"	R	S-4: Very dense, gray, fine to coarse SAND, some Gravel, little Silt.	1		13.7	COBBLES	238.1
20		S-5	19-20.8	20	20	24 33 51 50/4"	84	S-5: Very dense, gray, fine to medium SAND, some Silt, trace Gravel.					
25		S-6	24-24.6	7	7	39 50/1"	R	S-6: Very dense, gray, fine to medium SAND, some Silt, trace Gravel.					
30		S-7	29-31	24	15	30 35 44 67	79	S-7: Very dense, gray, fine to medium SAND, some Silt, trace Gravel.					
35									2				

1 - Cobbles encountered at 13.7 to 14 feet below ground surface.

2 - Occasional cobbles and boulders encountered from 31 to 35 feet below ground surface based on drill action.

REMARKS

See Log Key for exploration of sample description and identification procedures. Stratification lines represent approximate boundaries between soil and bedrock types. Actual transitions may be gradual. Water level readings have been made at the times and under the conditions stated. Fluctuations of groundwater may occur due to other factors than those present at the times the measurements were made.

Exploration No.:
GZ-1

TEST BORING LOG



GZA
GeoEnvironmental, Inc.
Engineers and Scientists

McFarland-Johnson, Inc.
Concord BRF-X-5099 (021), 12004
Sewalls Falls Road
Concord, New Hampshire

EXPLORATION NO.: GZ-1
SHEET: 2 of 2
PROJECT NO: 04.0029949.00
REVIEWED BY: D. Lamothe

Logged By: M. Alihodzic
Drilling Co.: New Hampshire Boring, Inc.
Foreman: M. Misiaszek

Type of Rig: Morooka Track
Rig Model: B-53
Drilling Method: Drive-and-Wash
Boring Location: See Plan
Ground Surface Elev. (ft.): 250.0
Final Boring Depth (ft.): 48
Date Start - Finish: 11/11/2013 - 11/11/2013

H. Datum: NAD83
V. Datum: NAVD88

Hammer Type: Safety Hammer
Hammer Weight (lb.): 140
Hammer Fall (in.): 30
Auger or Casing O.D./I.D Dia (in.): 4"

Sampler Type: SS
Sampler O.D. (in.): 2.0
Sampler Length (in.): 24
Rock Core Size: NX

Groundwater Depth (ft.)

Date	Time	Water Depth	Stab. Time
11/11/2013	1407	8.7	10 min.
11/11/2013	1457	9.0	1 hour

Depth (ft.)	Casing Blows/ Core Rate	Sample					SPT Value	Sample Description and Identification (Modified Burmister Procedure)	Remark	Field Test Data	Depth (ft.)	Stratum Description	Weight (lb.)
		No.	Depth (ft.)	Pen. (in)	Rec. (in)	Blows (per 6 in.)							
40		S-8	39-41	24	24	25 35 50 45	85	S-8: Very dense, gray, fine to medium SAND, some Silt, trace Gravel.				GLACIAL TILL	
45	8 7 8 6 7	C-1	43-48	60	57			C-1: Very hard, fresh to very slightly weathered, fine to medium grained, gray-white, GRANITE, with close to very very close, moderately dipping to vertical, stained joints/fractures. RQD=41%/68%.	3		42	BEDROCK	206.0
50								End of exploration at 48 feet.			48		202.0
55													
60													
65													
70													

REMARKS

3 - Top of bedrock at approximately 42 feet below ground surface based on drill action. Advanced roller bit to 43 feet below ground surface and began coring.

See Log Key for exploration of sample description and identification procedures. Stratification lines represent approximate boundaries between soil and bedrock types. Actual transitions may be gradual. Water level readings have been made at the times and under the conditions stated. Fluctuations of groundwater may occur due to other factors than those present at the times the measurements were made.

Exploration No.:
GZ-1

TEST BORING LOG



GZA
GeoEnvironmental, Inc.
Engineers and Scientists

McFarland-Johnson, Inc.
Concord BRF-X-5099 (021), 12004
Sewalls Falls Road
Concord, New Hampshire

EXPLORATION NO.: GZ-2
SHEET: 1 of 2
PROJECT NO: 04.0029949.00
REVIEWED BY: D. Lamothe

Logged By: M. Alihodzic
Drilling Co.: New Hampshire Boring, Inc.
Foreman: M. Misiaszek

Type of Rig: Morooka Track
Rig Model: B-53
Drilling Method: Drive-and-Wash
Boring Location: See Plan
Ground Surface Elev. (ft.): 266.5
Final Boring Depth (ft.): 69
Date Start - Finish: 11/12/2013 - 11/12/2013

H. Datum: NAD83
V. Datum: NAVD88

Hammer Type: Safety Hammer
Hammer Weight (lb.): 140
Hammer Fall (in.): 30
Auger or Casing O.D./I.D Dia (in.): 4"

Sampler Type: SS
Sampler O.D. (in.): 2.0
Sampler Length (in.): 24
Rock Core Size:

Groundwater Depth (ft.)

Date	Time	Water Depth	Stab. Time
11/12/2013	1356	6.8	5 min.
11/12/2013	1435	17.3	39 min

Depth (ft.)	Casing Blows/ Core Rate	Sample No.	Depth (ft.)	Pen. (in)	Rec. (in)	Blows (per 6 in.)	SPT Value	Sample Description and Identification (Modified Burmister Procedure)	Remark	Field Test Data	Depth (ft.)	Stratum Description	Elev. (ft.)
		S-1	0.5-2.5	24	12	27 17 15 10	32	6 inches of Asphalt. S-1: Dense, brown, fine to coarse SAND, trace Gravel, trace Silt.			0.5	ASPHALT	266.0
5		S-2	4-6	24	11	11 15 16 20	31	S-2: Dense, brown, fine to coarse SAND, trace Gravel, trace Silt.					
10		S-3	9-11	24	10	14 13 13 12	26	S-3: Medium dense, brown, fine to coarse SAND, trace Gravel, trace Silt.					
15		S-4	14-16	24	20	11 60 43 51	>100	S-4: Very dense, gray, fine to medium SAND and Silt, little Gravel.	1		12.2		264.3
20		S-5	19-21	24	24	20 24 30 35	54	S-5: Very dense, gray, fine to medium SAND and Silt, little Gravel.	2				
25												GLACIAL TILL	
30		S-6	29-30.3	15	15	30 46 50/3"	R	S-6: Very dense, gray, fine to medium SAND and Silt, trace Gravel.					
35													

REMARKS

- 1 - Soil stratum change observed at approximately 12.2 feet below ground surface based on color change in wash water.
- 2 - Occasional cobbles and boulders encountered from 16 to 66 feet below ground surface based on drill action.

See Log Key for exploration of sample description and identification procedures. Stratification lines represent approximate boundaries between soil and bedrock types. Actual transitions may be gradual. Water level readings have been made at the times and under the conditions stated. Fluctuations of groundwater may occur due to other factors than those present at the times the measurements were made.

Exploration No.:
GZ-2

GZA
GeoEnvironmental, Inc.
Engineers and Scientists

McFarland-Johnson, Inc.
Concord BRF-X-5099 (021), 12004
Sewalls Falls Road
Concord, New Hampshire

EXPLORATION NO.: GZ-2
SHEET: 2 of 2
PROJECT NO: 04.0029949.00
REVIEWED BY: D. Lamothe

Logged By: M. Alihodzic
Drilling Co.: New Hampshire Boring, Inc.
Foreman: M. Misiaszek

Type of Rig: Morooka Trac
Rig Model: B-53
Drilling Method: Drive-and-Wash

Boring Location: See Plan
Ground Surface Elev. (ft.): 266.5
Final Boring Depth (ft.): 69
Date Start - Finish: 11/12/2013 - 11/12/2013

H. Datum: NAD83
V. Datum: NAVD88

Hammer Type: Safety Hammer
Hammer Weight (lb.): 140
Hammer Fall (in.): 30
Auger or Casing O.D./I.D Dia (in.): 4"

Sampler Type: SS
Sampler O.D. (in.): 2.0
Sampler Length (in.): 24
Rock Core Size:

Groundwater Depth (ft.)			
Date	Time	Water Depth	Stab. Time
11/12/2013	1356	6.8	5 min.
11/12/2013	1435	17.3	39 min

Depth (ft)	Casing Blows/ Core Rate	Sample						Sample Description and Identification (Modified Burmister Procedure)	Remark	Field Test Data	Depth (ft.)	Stratum Description	Elev. (ft.)
		No.	Depth (ft.)	Pen. (in)	Rec. (in)	Blows (per 6 in.)	SPT Value						
40		S-7	39-41	24	24	19 23 28 28	51	S-7: Very dense, gray, fine to medium SAND and Silt, trace Gravel.				GLACIAL TILL	
45													
50		S-8	49- 50.6	19	19	27 35 48 50/1"	83	S-8: Very dense, gray, fine to medium SAND, some Silt, trace Gravel.			50.6		215.9
55													
60		S-9	59- 59.8	9	8	54 50/3"	R	S-9: Very dense, gray, fine to coarse SAND, little Silt, trace Gravel.				SAND	
65													
70								End of exploration at 69 feet.	3		69	PROBABLE BEDROCK	197.5

REMARKS

3 - Top of probable bedrock at approximately 66 feet below ground surface based on drill action. Advanced roller bit into probable bedrock to 69 feet below ground surface.

See Log Key for exploration of sample description and identification procedures. Stratification lines represent approximate boundaries between soil and bedrock types. Actual transitions may be gradual. Water level readings have been made at the times and under the conditions stated. Fluctuations of groundwater may occur due to other factors than those present at the times the measurements were made.

Exploration No.:
GZ-2

CONSTRUCTION COST ESTIMATES

APPENDIX D

STRUCTURAL STEEL GIRDER ALTERNATIVE

City of Concord, New Hampshire

Bridge No. 070/117

SEWALLS FALLS ROAD OVER THE MERRIMACK RIVER

ITEM NO.	ITEM DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL COST
209.201	GRANULAR BACKFILL (BRIDGE) (F)	CY	1,100	\$45.00	\$49,500.00
403.911	HOT BITUMINOUS BRIDGE PAVEMENT, 1" BASE COURSE (F)	TON	80	\$175.00	\$14,000.00
500.02	ACCESS FOR BRIDGE CONSTRUCTION	U	1	\$500,000.00	\$500,000.00
502.101	REMOVAL OF EXISTING BRIDGE STRUCTURE	U	1	\$550,000.00	\$550,000.00
504.1	COMMON BRIDGE EXCAVATION (F)	CY	1,800	\$25.00	\$45,000.00
504.2	ROCK BRIDGE EXCAVATION	CY	200	\$125.00	\$25,000.00
508	STRUCTURAL FILL	CY	140	\$40.00	\$5,600.00
509.1	MOBILIZATION AND DEMOBIL OF DRILLED SHAFT DRILLING EQUIPMENT	U	1	\$125,000.00	\$125,000.00
509.2	DRILLED SHAFT	LF	225	\$2,200.00	\$495,000.00
509.3	OBSTRUCTION REMOVAL	LF	35	\$1,500.00	\$52,500.00
509.4	ROCK SOCKET EXCAVATION	LF	50	\$5,000.00	\$250,000.00
509.501	CROSSHOLE SONIC LOGGING (CSL) TESTS	EA	4	\$1,500.00	\$6,000.00
510.1	PILE DRIVING EQUIPMENT	U	1	\$50,000.00	\$50,000.00
510.61	FURNISHING & DRIVING STEEL BEARING PILES	LB	185,800	\$1.00	\$185,800.00
510.65	DRIVING-POINTS FOR STEEL BEARING PILES	EA	74	\$175.00	\$12,950.00
510.9	PILE SPLICES	EA	78	\$8.00	\$624.00
520.02	CONCRETE CLASS AA, ABOVE FOOTINGS (F)	CY	170	\$900.00	\$153,000.00
520.0302	CONCRETE CLASS AA APPROACH SLABS (QC/QA) (F)	CY	80	\$350.00	\$28,000.00
520.12	CONCRETE CLASS A, ABOVE FOOTINGS (F)	CY	390	\$600.00	\$234,000.00
520.213	CONCRETE CLASS B, FOOTINGS (ON SOIL) (F)	CY	335	\$300.00	\$100,500.00
520.7002	CONCRETE BRIDGE DECK (QC/QA) (F)	CY	465	\$650.00	\$302,250.00
528.51	PRESTRESSED CONCRETE DECK PANELS (F)	SF	11,850	\$18.00	\$213,300.00
538.6	BARRIER MEMBRANE, HEAT WELDED - MACHINE METHOD (F)	SY	1,425	\$25.00	\$35,625.00
544	REINFORCING STEEL (F)	LB	82,000	\$1.00	\$82,000.00
544.2	REINFORCING STEEL, EPOXY COATED (F)	LB	125,000	\$1.25	\$156,250.00
547	SHEAR CONNECTORS (F)	EA	9,612	\$5.00	\$48,060.00
548.21	ELASTOMERIC BEARING ASSEMBLIES (F)	EA	16	\$2,500.00	\$40,000.00
550.1	STRUCTURAL STEEL (F)	LB	648,000	\$1.55	\$1,004,400.00
560.101	PREFABRICATED COMPRESSION SEAL EXPANSION JOINT (F)	LF	41	\$500.00	\$20,250.00
563.23	BRIDGE RAIL T3	LF	465	\$170.00	\$79,050.00
563.24	BRIDGE RAIL T4	LF	465	\$200.00	\$93,000.00
565.232	BRIDGE APPROACH RAIL T3 (STEEL POSTS)	U	2	\$4,500.00	\$9,000.00
565.242	BRIDGE APPROACH RAIL T4 (STEEL POSTS)	U	2	\$5,800.00	\$11,600.00
585.21	STONE FILL, CLASS B (BRIDGE)	CY	550	\$50.00	\$27,500.00

SUBTOTAL = \$5,004,759

Mobilization (5%)= \$250,238

Minor Items & Contingency (10%) = \$500,476

Architectural Treatments = \$500,000

TOTAL = \$6,255,473

SAY = \$6,300,000

PRESTRESSED CONCRETE GIRDER ALTERNATIVE

City of Concord, New Hampshire

Bridge No. 070/117

SEWALLS FALLS ROAD OVER THE MERRIMACK RIVER

ITEM NO.	ITEM DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL COST
209.201	GRANULAR BACKFILL (BRIDGE) (F)	CY	1,100	\$45.00	\$49,500.00
403.911	HOT BITUMINOUS BRIDGE PAVEMENT, 1" BASE COURSE (F)	TON	80	\$175.00	\$14,000.00
500.02	ACCESS FOR BRIDGE CONSTRUCTION	U	1	\$500,000.00	\$500,000.00
502.101	REMOVAL OF EXISTING BRIDGE STRUCTURE	U	1	\$550,000.00	\$550,000.00
504.1	COMMON BRIDGE EXCAVATION (F)	CY	1,800	\$25.00	\$45,000.00
504.2	ROCK BRIDGE EXCAVATION	CY	200	\$125.00	\$25,000.00
508	STRUCTURAL FILL	CY	140	\$40.00	\$5,600.00
509.1	MOBILIZATION AND DEMOBIL OF DRILLED SHAFT DRILLING EQUIPMENT	U	1	\$125,000.00	\$125,000.00
509.2	DRILLED SHAFT	LF	225	\$2,200.00	\$495,000.00
509.3	OBSTRUCTION REMOVAL	LF	35	\$1,500.00	\$52,500.00
509.4	ROCK SOCKET EXCAVATION	LF	50	\$5,000.00	\$250,000.00
509.501	CROSSHOLE SONIC LOGGING (CSL) TESTS	EA	4	\$1,500.00	\$6,000.00
510.1	PILE DRIVING EQUIPMENT	U	1	\$50,000.00	\$50,000.00
510.61	FURNISHING & DRIVING STEEL BEARING PILES	LB	185,800	\$1.00	\$185,800.00
510.65	DRIVING-POINTS FOR STEEL BEARING PILES	EA	74	\$175.00	\$12,950.00
510.9	PILE SPLICES	EA	78	\$8.00	\$624.00
520.02	CONCRETE CLASS AA, ABOVE FOOTINGS (F)	CY	170	\$900.00	\$153,000.00
520.0302	CONCRETE CLASS AA APPROACH SLABS (QC/QA) (F)	CY	80	\$350.00	\$28,000.00
520.12	CONCRETE CLASS A, ABOVE FOOTINGS (F)	CY	390	\$600.00	\$234,000.00
520.213	CONCRETE CLASS B, FOOTINGS (ON SOIL) (F)	CY	335	\$300.00	\$100,500.00
520.7002	CONCRETE BRIDGE DECK (QC/QA) (F)	CY	545	\$650.00	\$354,250.00
528.1120	PRESTRESSED CONCRETE GIRDERS, CUSTOM NEBT 84 (F)	LF	2,010	\$600.00	\$1,206,000.00
528.51	PRESTRESSED CONCRETE DECK PANELS (F)	SF	7,350	\$18.00	\$132,300.00
538.6	BARRIER MEMBRANE, HEAT WELDED - MACHINE METHOD (F)	SY	1,425	\$25.00	\$35,625.00
544	REINFORCING STEEL (F)	LB	82,000	\$1.00	\$82,000.00
544.2	REINFORCING STEEL, EPOXY COATED (F)	LB	145,000	\$1.25	\$181,250.00
548.21	ELASTOMERIC BEARING ASSEMBLIES (F)	EA	20	\$2,500.00	\$50,000.00
560.101	PREFABRICATED COMPRESSION SEAL EXPANSION JOINT (F)	LF	41	\$500.00	\$20,250.00
563.23	BRIDGE RAIL T3	LF	465	\$170.00	\$79,050.00
563.24	BRIDGE RAIL T4	LF	465	\$200.00	\$93,000.00
565.232	BRIDGE APPROACH RAIL T3 (STEEL POSTS)	U	4	\$4,500.00	\$18,000.00
565.242	BRIDGE APPROACH RAIL T4 (STEEL POSTS)	U	4	\$5,800.00	\$23,200.00
585.21	STONE FILL, CLASS B (BRIDGE)	CY	550	\$50.00	\$27,500.00

SUBTOTAL = \$5,184,899

Mobilization (5%) = \$259,245

Minor Items & Contingency (10%) = \$518,490

Architectural Treatments = \$500,000

TOTAL = \$6,462,634

SAY = \$6,500,000



CONCEPTUAL BRIDGE COST ESTIMATE

STEEL THROUGH-TRUSS ALTERNATIVE

Description:

Develop conceptual-level square foot unit cost for new bridge construction (superstructure & substructure) based on comparable past projects. Sample projects will include both Truss and steel plate girder construction.

Comparison: Bethel, VT - Truss

250 foot main span truss with total of 70 feet of approach spans. No piers in the river. Large river crossing. Drilled shaft pier costs would be ~ \$1,000,000 additional for 2 piers.

Bridge Costs	\$5,350,000	(bridge pay items only + \$1,000,000 for piers)
Bridge Width	38 ft	
Bridge Length	320 ft	
Bridge Area	12,160	Sq. Ft.
Bridge Unit Costs	\$440	(July 2011 Advertisement)

Proposed Bridge Costs - Sewalls Falls

Use \$440/sf based on above comparison project

Complete Bridge Replacement Alternative

Bridge Width	41 ft
Bridge Length	400 ft
Bridge Area	16400 Sq. Ft.
Bridge Costs	\$7.3 M

Line Item	\$0.5 M Architectural Upgrades
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TOTAL= **\$7.8 M**

CONCEPTUAL BRIDGE COST ESTIMATE**STEEL THROUGH-ARCH ALTERNATIVE****Description:**

Develop conceptual-level square foot unit cost for new bridge construction (superstructure & substructure) based on comparable past projects. Sample project is a tied steel arch. (See article "Engineering Innovation in Arch Design")

Comparison #1: I-94 over Telegraph Road, Detroit, Michigan
246 foot main span Arch.

Arch Rib Costs	\$3.0 M (Total structure costs from Figure 16)	based on ~ 250' arch
Deck Costs	\$0.1 M (half of Fig 16 cost)	
Transverse Beams	\$1.3 M (half of Fig 16 cost)	
Hangers	\$0.4 M	
Bracing	\$0.3 M	
Thrust Block	\$0.5 M (half of Fig 16 cost)	
Abutment	\$0.9 M (half of Fig 16 cost)	
Piers	\$1.0 M	Added based on drilled shaft pier costs
	<u>\$7.4 M</u>	

Approach Span Bridge Costs

Use \$300/sf based on steel girder SF costs
300 \$/SF

Bridge Width	41 ft	
Bridge Length	150 ft	(two 75' span lengths)
Bridge Area	6150 Sq. Ft.	
Bridge Costs	\$1.8 M	

TOTAL= **\$9.3 M**

CITY OF CONCORD

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In the year two thousand and fourteen

RESOLUTION AMENDING AND RESTATING THE DEVELOPMENT PROGRAM AND FINANCING PLAN FOR THE NORTH END OPPORTUNITY CORRIDOR TAX INCREMENT FINANCE (NEOCTIF) DISTRICT

Page 1 of 2

The City of Concord resolves as follows:

WHEREAS, by Resolution No. 6761, adopted October 20, 1997, the City Council adopted the provisions of NH RSA 162-K, as amended, for the purposes of establishing one or more tax increment financing districts; and,

WHEREAS, the City adopted Resolution No. 6802 on March 23, 1998, amended by Resolution No. 7036 on March 13, 2000, Resolution No. 7063 on June 19, 2000 and Resolution No. 7130 on November 13, 2000, and Resolution No. 8540 on March 12, 2012 establishing the North End Opportunity Tax Increment Finance District Boundaries and enacting the Development Program and Financing Plan; and

WHEREAS, the City adopted Resolution No. 8473 on June 13, 2011 which amended, restated, and readopted the NECOTIF District in order to complete certain actions associated with revenues derived from the sale of the so-called "Fish Hook Lot" located at 11 Constitution Avenue; and,

WHEREAS, the City adopted Resolution No. 8540 on March 12, 2012 which amended, restated, and readopted the NECOTIF District in order to complete certain actions associated with expansion of the District to include certain properties located between Constitution Avenue and Storrs Street, as well as acquisition of the former Agway / Concord Crop Center at 6-9 South Commercial Street; and,

WHEREAS, the City adopted Resolution No. 8625 on January 14, 2013 which amended, restated, and readopted the NECOTIF District in order to recodify the district's geography and to remove certain parcels which were inadvertently included within the District by Resolution No. 8540; and,

WHEREAS, the City desires to further amend and re-adopt the NEOCTIF District's Development Program and Financing Plan for the purpose of modifying the District's Development Program and Financing Plan with respect to acquisition and improvement of property in order to accommodate extension of Storrs Street to Constitution Avenue, and related activities, as set forth within Capital Improvement Program Project #18, including, but not limited to, acquisition of property owned by Tsunis Holdings, Inc.;

CITY OF CONCORD

In the year two thousand and fourteen

**RESOLUTION AMENDING AND RESTATING THE DEVELOPMENT PROGRAM
AND FINANCING PLAN FOR THE NORTH END OPPORTUNITY
CORRIDOR TAX INCREMENT FINANCE (NEOCTIF) DISTRICT**

Page 2 of 2

WHEREAS, in accordance with RSA 162-K:4, the City Council shall delay a final vote to adopt this resolution shall occur at least 15 days after the public hearing on these proposed amendments.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

1. In accordance with NH RSA 162-K:6, 162-K:9, and 162-K:10, the City Council hereby amends and restates in its entirety the North End Opportunity Tax Increment Finance District Boundaries, Development Program, and Finance Plan adopted by Resolution No. 6802 on March 23, 1998, amended by Resolution No. 7036 on March 13, 2000, Resolution No. 7063 on June 19, 2000, Resolution No. 7130 on November 13, 2000, Resolution No. 8473 on June 13, 2011, Resolution No. 8540 on March 12, 2012, and Resolution #8625 on January 14, 2013; and,
2. This resolution shall take effect upon passage.



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Matthew R. Walsh, Assistant for Special Projects

DATE: December 30, 2013

SUBJECT: North-End Opportunity Corridor Tax Increment Finance
("NEOCTIF") District Amendment & Tsunis Holdings, Inc.
Acquisition

Recommendation:

- Accept the following report; and,
- Set the attached resolution adopting and an amended and restated Development Program and Financing Plan for the North End Opportunity Corridor Tax Increment Finance District for public hearing on February 10, 2013; however delay final action until March 10, 2014 per RSA 162-K:4.
- Set the attached resolution authorizing the City Manager to enter into a Purchase and Sales Agreement to acquire the Tsunis Holdings, Inc. property located on Storrs Street and appropriating the sum of \$1,050,000, including \$450,000 from undesignated NEOCTIF Fund Balance and authorizing the issuance of bonds and notes in the amount of \$600,000, for public hearing on February 10, 2013; however delay final action until March 10, 2014 per RSA 162-K:4.

Background:

The North End Opportunity Corridor Tax Increment Finance District (NEOCTIF) was established by Resolution #6802 on March 23, 1998, as amended by Resolution #8625 on January 14, 2013. This district was established to facilitate cleanup and redevelopment of the former Concord Lumber property and surrounding parcels in the vicinity of Horseshoe Pond and Exit 15 on Interstate 93 (now known as Corporate Park at Horseshoe Pond). Since 1998, and excluding moneys for potential purchase of the Tsunis property, the City's total capital investment in the NECOTIF District has totaled \$6,360,200.

Initially the NEOCTIF District contained approximately 50 acres with an assessed value of \$3 million. Today, the District has a total land area of 67.7 acres with an assessed value of \$66,141,500 (or \$976,980 / acre). Of this total, \$50,329,700 is the total value of new development within the District since 1998.

The District has been very successful. Real estate development within the NEOCTIF has significantly surpassed the expectations of the City's original financial pro forma. As a result, in 2005 the City began to allocate a portion of the incremental assessed value from new development to support the City's General Fund, as well as other taxing authorities. This had no negative impact on the District's ability to meet debt service or maintenance cost obligations. Initially, the City released \$16,462,800 in incremental assessed value in FY2005. In FY2014, the amount released was \$25,985,400, which will generate approximately \$664,707 in tax revenues to support the City's General Fund, Concord School District, Merrimack County, and the State of New Hampshire.

The NEOCTIF District will expire upon 1) the City Council determining that all activities set forth within the District's Development Program have been completed and 2) repayment of all outstanding debt. When the District expires, all tax revenues from captured incremental assessed associated with new development built in the District since 1998 will be used to support the City's General Fund, Concord School District, and other taxing authorities.

On March 12, 2012, the City Council approved Resolution 8540. Among other things, this resolution expanded the geography of the NEOCTIF District southerly in order to incorporate various properties located between Constitution Avenue and Storrs Street near the Holiday Inn. The goal of this expansion was, in part, to lay the groundwork for future extension of Storrs Street to Constitution Avenue, as contemplated in Capital Improvement Program (CIP) Project #18.

As of June 30, 2013, the NEOCTIF District has an undesignated fund balance of approximately \$721,081. A portion of these funds are available for capital projects, with the balance held in reserve to offset potential decreases in tax revenues due to changes in the real estate market, as well as abatements.

Discussion:

- 1) **Historical Overview:** Since creation of the NEOCTIF District in 1998, the City has desired to construct a vehicular and pedestrian connection between downtown and the NEOCTIF District, as well as remove blight between Interstate 393 and Storrs Street / Bridge Street. A new transportation connection has been desired for improved mobility of traffic, as well as economic development reasons (chiefly to connect employees, residents, and visitors within the NEOCTIF District to Downtown in order to promote commerce).

Since 1998, the City has taken steps to help accomplish this goal. Such steps have included creation of Capital Improvement Project (CIP) Project #18 "Storrs Street North". The City's FY2014 included \$900,000 for property acquisition to secure

necessary rights-of-way for the roadway. However, these funds were "asterisked" in the CIP, meaning that they were not appropriated during the FY2014 budget adoption process. Rather, the appropriation process was postponed until such time as the City could negotiate an agreement with the pertinent property owners.

The City has also incrementally expanded the geography of the NEOCTIF District to include key parcels required for the roadway extension. Further, during 2012, the City acquired and demolished 6-9 South Commercial Street (known as the former Agway Property) to help facilitate this goal. The City's total investment in the Agway property was approximately \$554,000, excluding a \$79,031 reimbursement from insurance proceeds stemming from a fire at the property in August 2012.

The Tsunis property represents the last major acquisition required to establish a corridor between Storrs Street and Constitution Avenue. The property consists of two parcels totaling 4.04 +/- acres, combined. The property has no buildings, but does feature an 18 +/- space surface parking lot. The property also contains some stockpiled building materials, which were abandoned at the property after a plan to expand the Holiday Inn failed to move forward in the early 1990s.

The City and Tsunis Holdings have been engaged intermittently in negotiations concerning this property for more than a decade.

- 2) Review of Purchase and Sales Agreement: The City Administration has negotiated a purchase and sales with Tsunis Holdings, Inc. A copy of the proposed agreement is attached. The Seller's attorney has indicated that the agreement is acceptable and the Sellers are prepared to sign. Key details of this agreement are as follows:
 - a. Sale Price: \$700,000 (\$173,267 / acre or \$3.98 / Square Foot). The property is currently assessed at \$361,900 (\$2.05 / Square Foot).

The sale price was based on the recent sale of the 1.43 acre Friendly Kitchen property, which sold in June 2012 for \$250,000 (or \$174,825 / acre or \$4.01 / Square Foot).
 - b. Conditions: The sale is subject to title and environmental due diligence with results acceptable to the City in its sole discretion.
 - c. Closing Date: Closing shall occur not later than August 29, 2014.
- 3) Title Considerations: It is important to note three unique issues with title to the property, as follows:
 - a. Escheated Rights: First, the property contains several smaller tracts of land, some of which have escheated back to the State of New Hampshire. On May 18, 1993, Tsunis Holdings purchased these rights from the State of New Hampshire for the sum of \$24,430, for the purpose of expanding the former Ramada Inn (now

Holiday Inn). As part of that transaction, the State mandated that the expansion occur by 1998. However, this deadline was later extended to 2003. Ultimately, the expansion never occurred. Consequently, the escheated properties reverted back to State ownership. In order to obtain clear title to the entire property, the City will need to negotiate with the State to acquire the escheated rights. Because Tsunis Holdings paid the State fair market value for these rights in 1993, City Administration hopes these can be re-purchased from the State for a nominal amount. As of the date of this report, discussions with the State were just getting underway.

- b. Rail Crossing Easement: Secondly, the property contains an easement for an “at-grade” crossing over railroad tracks which bisect the site. Pending additional due diligence, the crossing appears to be sufficient for a 2-lane roadway.

The fact the easement provides an “at grade” crossing is significant. Specifically, one of the rail lines bisecting the property has been deemed a “high-speed corridor”. Consequently, new at-grade crossings are no longer permitted. Because the property has a grandfathered crossing, this could make construction of the Storrs Street North extension significantly easier and less expensive. However, the City will need to negotiate with the owners of the railroad, as well as applicable governmental agencies, in order to relocate the existing at-grade crossing easement as might be required by the final design of the future Storrs Street North connector road.

In the event it is not feasible to use the at-grade crossing, a bridge would have to be constructed for the Storrs Street Extension to allow the new roadway to span the high-speed rail corridor.

- c. Construction of Rail Siding: Lastly, as part of the failed expansion of the Holiday Inn in the late 1980s, the owners of the hotel committed to construct a new rail siding as part of relocation of existing rail lines. The siding was never constructed and it is currently unclear whether the State will require the City to construct this siding as part of future extension of Storrs Street and rail modifications related thereto.
- 4) Budget: The proposed budget for this acquisition, related due diligence, and interim land clearing activities is \$1,050,000. Please see the attached detailed budget for more information.
 - 5) NECOTIF Development Program and Financing Plan Update: The Tsunis property is located within the North End Opportunity Corridor Tax Increment Finance (NEOCTIF) District. Therefore, the City Administration proposes using the District to fund acquisition of the property and related activities.

Specifically, the financing package will consist of \$450,000 in cash from the NEOCTIF District’s undesignated fund balance, as well as the issuance of a TIF supported general

obligation bond in the amount of \$600,000. The bond would likely be sold in January 2015 and have a term of 5 years, with the initial debt service payment due on July 1, 2015, with final payment on July 1, 2019. Assuming an interest rate of 3.5%, the annual debt service payment in Year 1 would be \$138,000.

In order to use the TIF District to finance the purchase, the City will need to amend the NEOCTIF Development Program and Financing Plan as required by NH State Law RSA 162-K.

Issuance of this new debt service will result in extending the expiration date for the NEOCTIF District by 3 additional years (FY2016 to FY2019).

Because of certain provisions within State Law, the City must delay taking final action on this amendment until at least 15 days after the public hearing scheduled for February 10, 2014. Hence, City Administration recommends that the City Council undertake votes on this item during its March 2014 regular meeting.

- 6) Timing of Storrs Street North Roadway Extension: Timing for the design and construction of the Storrs Street North Extension is currently unclear, as it will likely be tied to the schedule for the future widening of Interstate 93 through Concord.

Because construction of the northern and southern extensions of Storrs Street, will improve mobility in downtown Concord, the potential exists that a significant portion of local traffic using Interstate 93 might be redirected to Storrs Street. This, in turn, could help partially mitigate the number of new lanes that may have to be constructed for I-93, thereby giving the State incentive to partner with the City on the construction of Storrs Street north.

Currently, extension of Storrs Street is programed within the City's Capital Improvement Program (CIP) as Project #18. The current FY2014 CIP anticipates the following schedule for the roadway extension:

- FY2014: Property Acquisition
- FY2018: Roadway Design
- FY2019: Construction

In 2010 the NH Department of Transportation (NHDOT) developed conceptual layouts for how extension of Storrs Street could be configured. Concept plans prepared by the NHDOT in 2010 are attached to this report. NHDOT's preliminary estimated costs for the Storrs Street extension are as follows:

- \$2.5 million (at grade rail crossing). Adjusting this 2010 estimate for anticipated FY2019 construction, the projected cost is likely to be closer to \$3.9 million assuming a 5% annual escalation in construction costs..
- \$6.3 million (with bridge over railroad). Again, adjusting this 2010 estimate for anticipated FY2019 construction, the project cost is likely to be closer to \$9.8 million, again assuming a 5% annual escalation in construction costs..

While final design and construction of the I-93 widening is still years away, securing the necessary right-of-way for the road now will ensure that sufficient property rights are in place when construction of the roadway is ready to move forward.

- 7) Interim Use: Upon acquisition of the property, the City Administration proposes to remove all abandoned building materials and shrubby vegetation. The property would then be graded, loamed, and seeded. The property would be mowed on a regular basis to keep it reasonably attractive, as well as to prevent shrubby vegetation from re-establishing itself.

To accomplish this, the City will need to secure an Alteration of Terrain (AOT) Permit from the NH Department of Environmental Services. Therefore, this work would likely not occur until spring 2015.

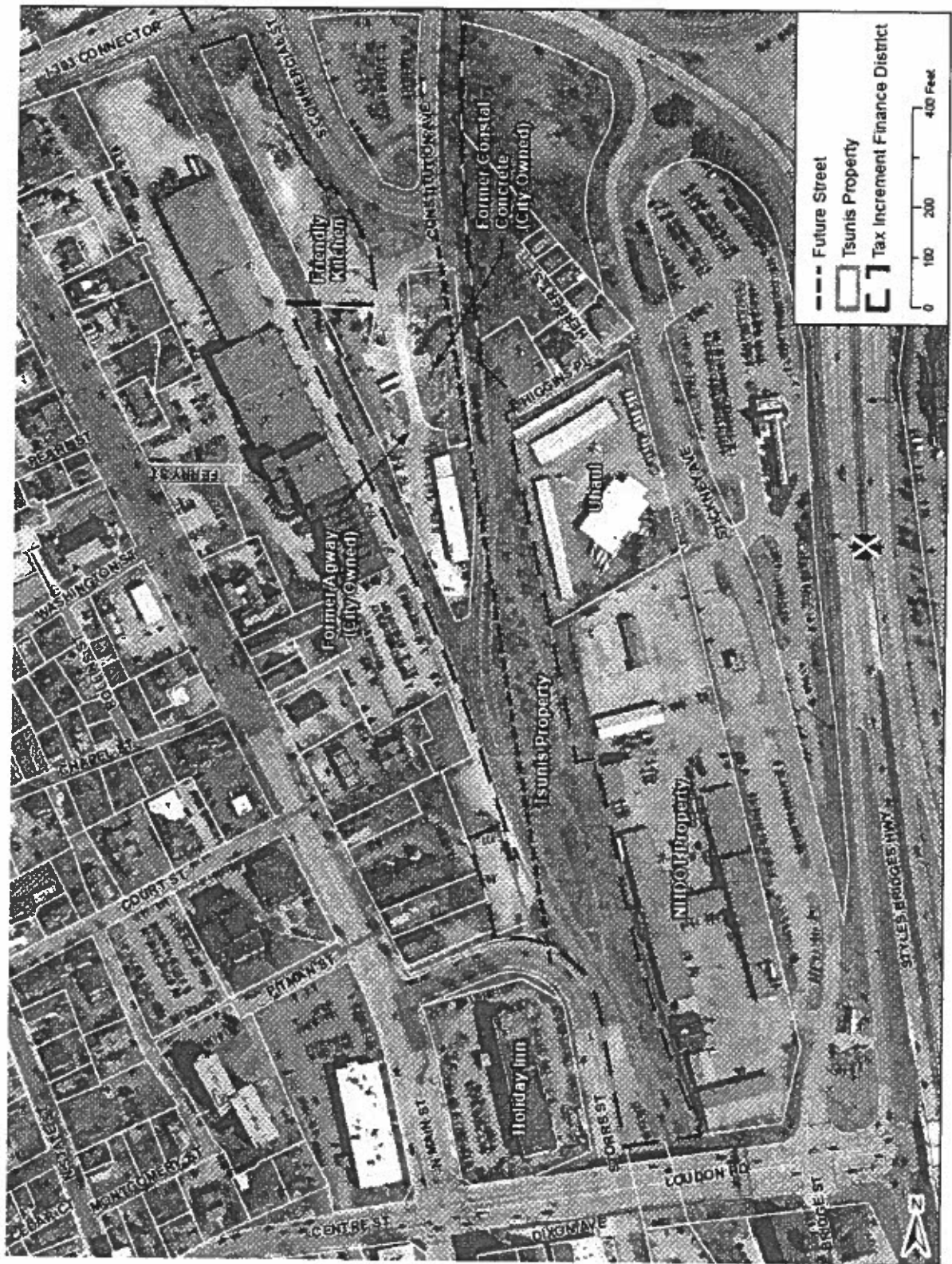
- 8) Residual Property: Staff recommends that the City Council make any residual property associated with the Tsunis property, as well as the former Agway and Coastal Concrete properties (already owned by the City), that is not required for the roadway extension be made available for redevelopment in the future. Property would not be divested of until a Storrs Street Extension has been fully designed and approved by the City Council and State of New Hampshire (as applicable).
- 9) NEOCTIF Advisory Board Input: On March 15, 2011, the NEOCTIF Advisory Board met to discuss expansion of the District and acquisition of required properties to facilitate the Storrs Street North extension. During that meeting, the Advisory Board voted unanimously to recommend that the City Council proceed with this acquisition of required properties, including the Tsunis Holdings parcels, to achieve sufficient right-of-way for the extension. Staff intends to convene a meeting of the NEOCTIF Board to verify their support of this proposal prior to the February 10, 2014 public hearing concerning this proposal.

Tsunis Holdings Acquisition Budget

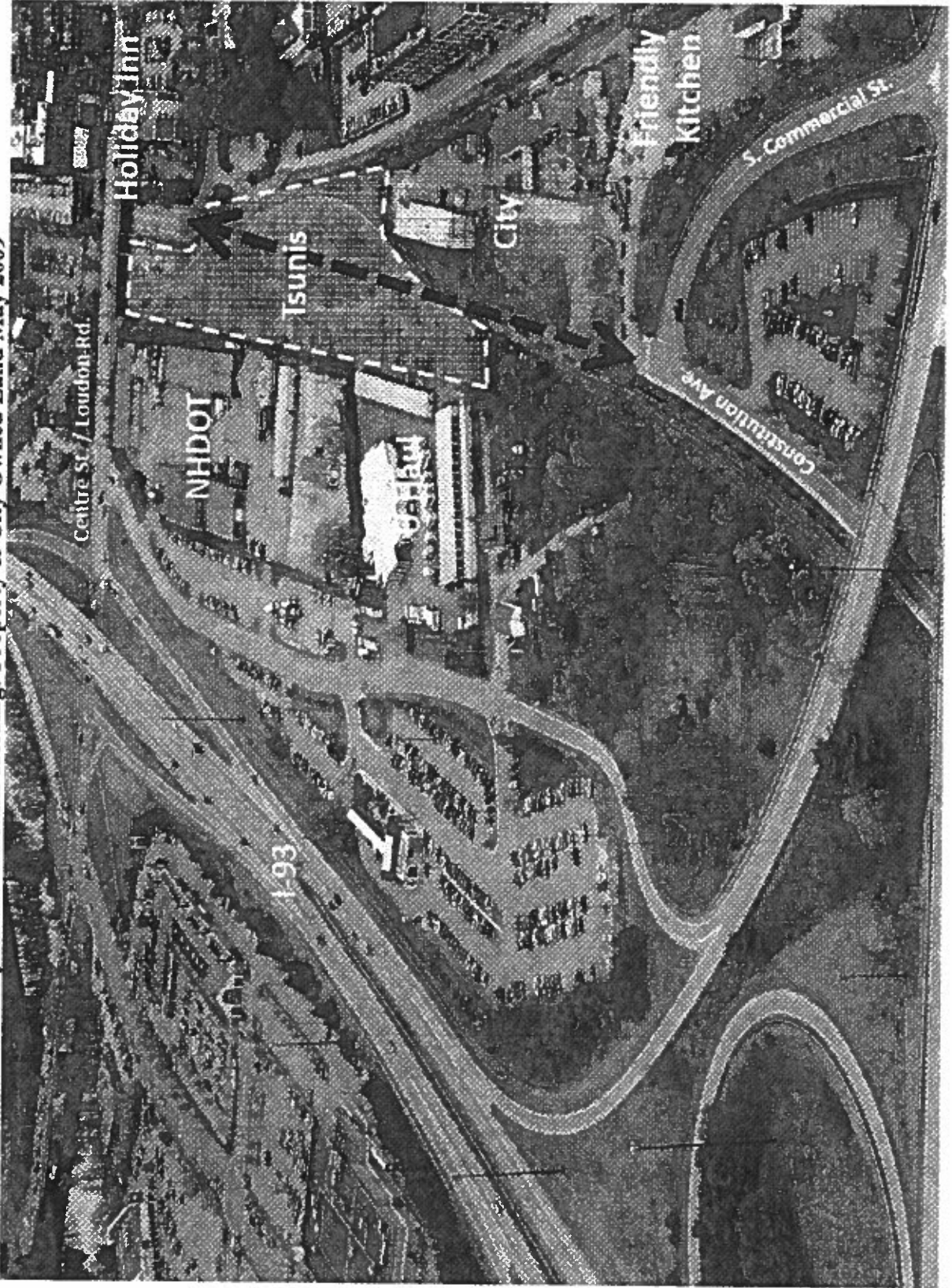
CATEGORY	ESTIMATE	NOTES
Property Acquisition		
Tunis Property Acquisition (4.04 Acres)	\$700,000	Per Friendly Kitchen Sale: \$250,000 for 1.43 Acres. Sold June 21, 2012. Price = \$4.01 / SF or \$174,675/Acre.
State of NH Escheated Rights	\$0	Tunis paid State \$24,430 on May 18, 1993 to the State of NH for 9 parcels, which subsequently reverted back to State due to in-action by Tunis in May 2003 per G&C clauses in transfer agreement.
Tunis At Grade Rail Crossing	\$0	Acquired March 1, 1990. Currently in chain of title.
Environmental Due Diligence / Reporting / Compliance		
Phase I / II ESA Update	\$28,650	Per Nobis Engineering proposal July 2013 + \$10,000 for Additional for Borings
Hazardous Building Materials Survey	\$0	No Structures at Property
Cost Estimating for Remedial Actions	\$5,000	
Demolition Cost Estimates	\$0	
NH Brownfields Covenant Not to Sue Application Support	\$5,000	
Groundwater Management Permit Implementation	\$25,000	Might be required pending results of Phase II activities
Legal & Appraisal Services		
Real Estate Appraisals	\$0	
Legal Counsel for Escheated Rights	\$0	Completed in house by City's Legal Dept.
Closing Costs / Title Insurance	\$7,500	
Boundary Survey	\$12,000	
Taxes		
Property Taxes	\$9,511	Assessed Value = \$361,900. Tax Rate = \$26.34 (current \$25.58 + 3%). Assumes City to pay taxes for remainder of tax year after acquisition (August 2014 - March 2015).

Demolition & Site Cleanup / Prep		
Alteration of Terrain (AOT) Permit	\$21,250	Includes NHDES \$1,250 application fee.
Site Prep - Clear, Grubbing, Grade	\$163,664	Assumes \$0.93 / SF. Clear, grub, loam & seed entire property. Includes removal of miscellaneous building materials.
Demolition	\$0	
Debris Removal (RCP & Structural Steel)	Included above	
Engineering Oversight	\$10,000	Assumes limited part-time oversight
Environmental Cleanup (Soil Removal, Etc.)	\$0	None anticipated at this time
Other Site Improvements		
Construction of rail siding	\$0	Assumes State would release City / Tunis from this requirement. This was imposed on the Holiday Inn at the time of previous expansion plan which subsequently never went forward. If not, carry as part of future roadway construction project.
Relocation Benefits		
Relocation Benefit Per RSA 162-K	\$0	Per RSA 162-K:15 & RSA 162-K:6. Waived by P&S Agreement.
SUBTOTAL		
	\$987,575	
CONTINGENCY	\$49,379	5% of Subtotal
DEBT SERVICE ISSUANCE	\$12,962	1.25% of Subtotal + Contingency
TOTAL BUDGET		
	\$1,049,916	Round to \$1.050 Million
Funding Sources		
Cash (NEOCTIF Fund Balance)	\$450,000	
Debt	\$599,916	Round to \$600,000

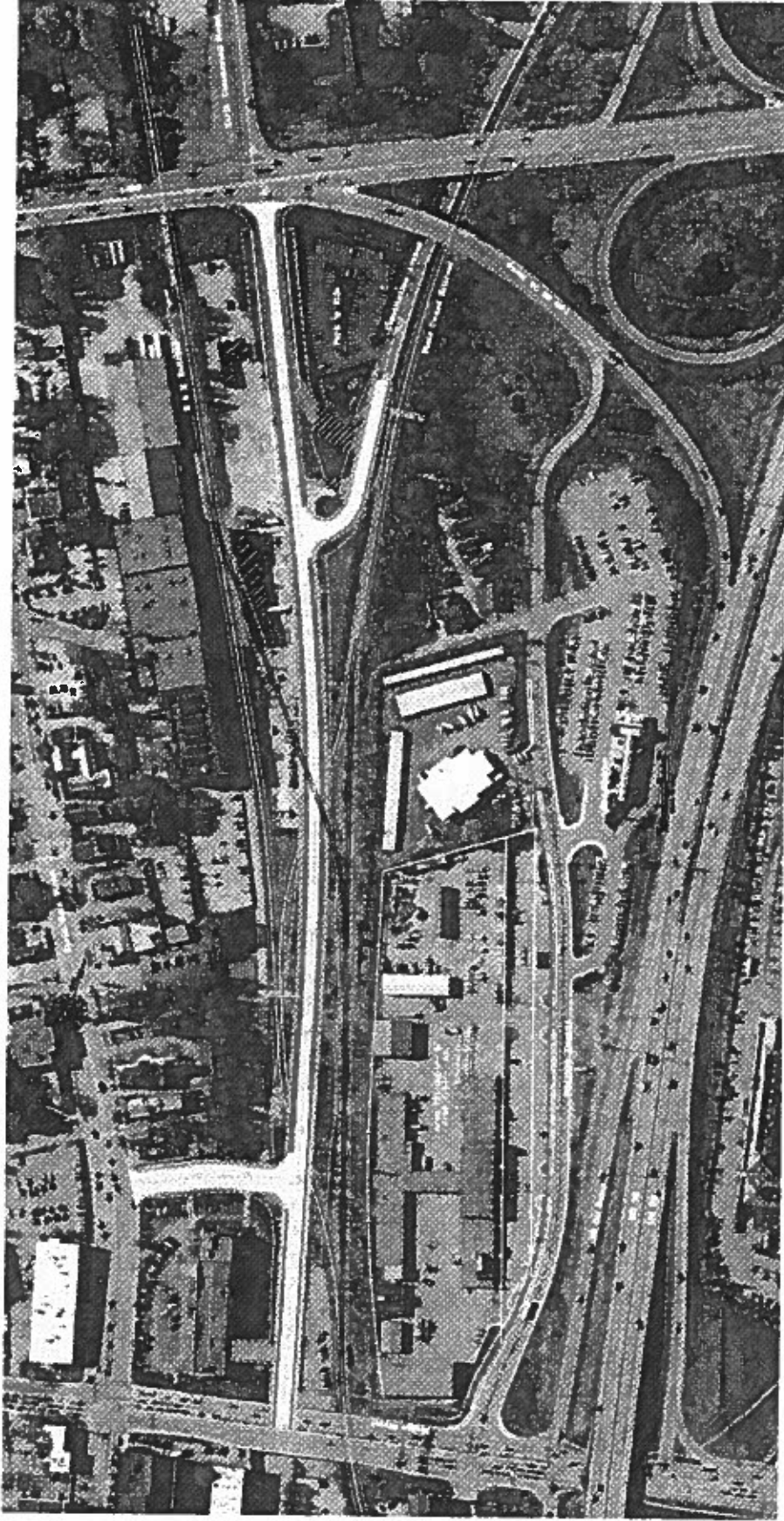
Map of Tsunis Holdings and Other City Owned Properties



Birdseye View of Tsunis Holdings Property & City Owned Land May 2009



**Conceptual Layout for Storrs Street North Extension
Prepared by NHDOT, 2010**





NORTH END OPPORTUNITY CORRIDOR TAX INCREMENT DEVELOPMENT PROGRAM AND FINANCING PLAN

Adopted by Resolution 6802, March 23, 1998

Amended by Resolution 7036, March 13, 2000

Amended by Resolution 7063, June 19, 2000

Amended by Resolution 7130, November 13, 2000

Amended by Resolution 8473 June 13, 2011

Amended by Resolution 8540 on March 12, 2012

Amended by Resolution 8625 on January 14, 2013

Amended by Resolution [REDACTED] on March 10, 2014

INTRODUCTION:

The North End Opportunity Corridor Tax Increment Finance Advisory Board has developed the following Development Program and Financing Plan to encourage the redevelopment of approximately 67.7 +/- acres of the North End of the Opportunity Corridor. The components of the Development Program and Financing Plan include:

- I. Statement of Objectives
- II. District Boundaries
- III. Statutory Compliance
- IV. Development Program
- V. Financing Plan
- VI. District Administration
- VII. Advisory Board Responsibilities

This amendment retains all the original objectives, boundaries, development program, financing plan, district administration, and advisory board responsibilities, as well as the activities and expenses under Section IV, Development Plan and Section V, Financing Plan as previously enacted by Resolutions 6802, 7036, 7063, 7130, 8473, 8540, 8541, and 8625 unless otherwise noted.

I. STATEMENT OF OBJECTIVES:

The City Council has identified economic development, expansion of the property tax base, job opportunities, and redevelopment of the "Opportunity Corridor" as top priority goals for a number of years. The adoption of the North End Opportunity Corridor Tax Increment Finance District and the Development Program and Financing Plan provides a valuable legislative tool for implementing redevelopment activities to address those priorities. The initiative of creating the North End Opportunity Corridor Tax Increment Finance District aggressively pursues the following Objectives:

- Create redevelopment opportunities;
- Improve visual image of northerly and easterly entranceway to downtown;
- Expand real estate tax base;

- Expand employment opportunities;
- Preserve important historical, environmental, and architectural character of city;
- Construct, expand, and rehabilitate public roads, utilities, meeting facilities, open spaces, and pedestrian ways to provide improved access and expanded capacities sufficient to encourage private investment in property within the district, as well as areas abutting the District;
- Remove obsolete, deteriorating, and blighted land uses;
- Relocate transportation components to permit efficient use of land for redevelopment; and,
- Implementation of the "Special Design Criteria" in the provision of the Redevelopment District (RDV) Zoning Ordinance (later replaced in 2001 with the adoption of the Opportunity Corridor Performance ("OCP") Zoning District).

II. DISTRICT BOUNDARIES:

The boundary of the North End Opportunity Corridor Tax Increment Finance District shall be as established by Resolution #8625, adopted by the City Council on January 14, 2013 which included the following legal description:

Beginning at a point in the westerly sideline of the Interstate Route 93 right of way at the northeast corner of a parcel known as Map 56A, Block 1, Lot 2; thence

1. Westerly along the northerly line of Map 56A, Block 1, Lot 2 to the easterly sideline of the State of New Hampshire Concord to Lincoln Railroad Line at the northwest corner of Map 56A, Block 1, Lot 2; thence
2. Continuing westerly and crossing the State of New Hampshire Concord to Lincoln Railroad Line right of way to a point in the easterly sideline of the Commercial Street right of way; thence
3. Continuing westerly and crossing the Commercial Street right of way to a point being 10 feet westerly of the westerly sideline of the Commercial Street right of way; thence
4. Southerly and westerly along a line which is parallel to and is offset 10 feet from the westerly and northerly side line of Commercial Street and the northerly side line of a portion of the Horseshoe Pond Lane right of way to a point in the easterly side line of the B&M Railroad Northern right of way; thence
5. Southerly along the easterly side line of the B&M Railroad Northern right of way to the northerly side line of the Horseshoe Pond Lane right of way; thence
6. Continuing southerly and crossing the Horseshoe Pond Lane right of way to the northwest corner of Map 58, Block 1, Lot 1; thence

7. Southerly along the easterly side line of the B&M Railroad Northern right of way and the westerly line of Map 58, Block 1, Lot 1 to the southwest corner of Map 58, Block 1, Lot 1 and the northerly side line of the Interstate Route 393 right of way; thence
8. Continuing southerly and crossing the Interstate Route 393 right of way to the northwest corner of Map 56, Block 1, Lot 3; thence
9. Easterly along the southerly side line of the Interstate Route 393 right of way and the northerly line of Map 56, Block 1, Lot 3 to the northeasterly corner of Map 56, Block 1, Lot 3 and the westerly side line of the S. Commercial Street right of way; thence
10. Southerly, easterly, and southerly along the westerly sideline of the S. Commercial Street right of way to the southeasterly corner of Map 56, Block 1, Lot 3 and the northeasterly corner of Map 55, Block 6, Lot 2; thence
11. Northwesterly along the southerly line of Map 56, Block 1, Lot 3 and the northerly line of Map 55, Block 6, Lot 2 to the southwesterly corner of Map 56, Block 1, Lot 3 and the northwesterly corner of Map 55, Block 6, Lot 2 at the easterly side line of the B&M Railroad Northern right of way; thence
12. Continuing northwesterly along the same course across the B&M Railroad Northern right of way to the westerly line of the B&M Railroad Northern right of way and the easterly line of Map 55, Block 5, Lot 14; thence
13. Southerly along the westerly line of the B&M Railroad Northern right of way and the easterly line of Map 55, Block 5, Lot 14 to the northeasterly corner of Map 46, Block 5, Lot 3 at the southeasterly corner of Map 55, Block 5, Lot 14; thence
14. Westerly along the northerly line of Map 46, Block 5, Lot 3 and the southerly line of Map 55, Block 5, Lot 14 to the northwesterly corner of Map 46, Block 5, Lot 3 and the easterly line of Map 46, Block 4, Lot 11; thence
15. Northerly along the southerly line of Map 55, Block 5, Lot 14 and the easterly line of Map 46, Block 4, Lot 11 to the northeasterly corner of Map 46, Block 4, Lot 11; thence
16. Westerly along the southerly line of Map 55, Block 5, Lot 14 and the northerly line of Map 46, Block 4, Lot 11 to the northwesterly corner of Map 46, Block 4, Lot 11 and the easterly line of Map 46, Block 4, Lot 6; thence
17. Southerly along the westerly line of Map 46, Block 4, Lot 11 and the easterly line of Map 46, Block 4, Lot 6 to the southeasterly corner of Map 46, Block 4, Lot 6 and the northeasterly corner of Map 46, Block 4, Lot 7; thence
18. Southerly along the westerly line of Map 46, Block 4, Lot 11 and the easterly line of Map 46, Block 4, Lot 7 to the southeasterly corner of Map 46, Block 4, Lot 7 and the

northeasterly corner of Map 46, Block 4, Lot 8; thence

19. Southerly along the westerly line of Map 46, Block 4, Lot 11 and the easterly line of Map 46, Block 4, Lot 8 to the southeasterly corner of Map 46, Block 4, Lot 8 and the northeasterly corner of Map 46, Block 4, Lot 9; thence
20. Southerly along the westerly line of Map 46, Block 4, Lot 11, the westerly line of Map 46, Block 4, Lot 10, and the easterly line of Map 46, Block 4, Lot 9 to the southeasterly corner of Map 46, Block 4, Lot 9 and the southwesterly corner of Map 46, Block 4, Lot 10 at the easterly sideline of Storrs Street; thence
21. Southerly along the easterly sideline of Storrs Street, the southerly line of Map 46, Block 4, Lot 10, the southerly line of Map 46, Block 4, Lot 12, and the westerly line of Map 46, Block 5, Lot 3 to a point at the northerly sideline of Loudon Road; thence
22. Easterly along the southerly line of Map 46, Block 5, Lot 3 and the northerly sideline of Loudon Road, crossing the New Hampshire Maine Railroad Line right of way, to the southeast corner of Map 46, Block 5, Lot 3 and the southwest corner of Map 46A, Block 2, Lot 1; thence
23. Northerly, westerly, and northerly along the easterly line of Map 46, Block 5, Lot 3 and the westerly line of Map 46A, Block 2, Lot 1 to the northwest corner of Map 46A, Block 2, Lot 1 and the southwest corner of Map 46A, Block 2, Lot 2; thence
24. Northerly along the easterly line of Map 46, Block 5, Lot 3 and the westerly line of Map 46A, Block 2, Lot 2 to the northwest corner of Map 46A, Block 2, Lot 2; thence
25. Easterly along the easterly line of Map 46, Block 5, Lot 3 and the northerly line of Map 46A, Block 2, Lot 2 to a point at the westerly terminus of the Higgins Place right of way; thence
26. Northerly and easterly along the easterly line of Map 46, Block 5, Lot 3 and the westerly and northerly right of way of Higgins Place to a point at the southwest corner of Map 56, Block 2, Lot 1; thence
27. Northerly along the easterly line of Map 46, Block 5, Lot 3 and the westerly line of Map 56, Block 2, Lot 1 to the easterly sideline of the State of New Hampshire Concord to Lincoln Railroad Line right of way; thence
28. Northerly along the easterly sideline of the State of New Hampshire Concord to Lincoln Railroad Line right of way and the westerly lines of Map 56, Block 2, Lot 1, Map 56, Block 2, Lot 4, and Map 56, Block 2, Lot 10 to the northwest corner of Map 56, Block 2, Lot 10 at the southerly sideline of the Interstate Route 393 right of way; thence

29. Continuing northerly across the Interstate Route 393 right of way, the easterly sideline of the State of New Hampshire Concord to Lincoln Railroad Line right of way, and the westerly sideline of the Interstate Route 93 right of way to the northerly sideline of the Interstate Route 393 right of way; thence
30. Continuing northerly along the easterly sideline of the State of New Hampshire Concord to Lincoln Railroad Line right of way and the westerly sideline of the Interstate Route 93 right of way to the southerly corner of Map 56A, Block 1, Lot 6; thence
31. Continuing northerly along the easterly line of Map 56A, Block 1, Lot 6 and the westerly sideline of the Interstate Route 93 right of way to the northerly corner of Map 56A, Block 1, Lot 6; thence
32. Continuing northerly along the easterly sideline of the State of New Hampshire Concord to Lincoln Railroad Line right of way and the westerly sideline of the Interstate Route 93 right of way to the most southerly corner of Map 56A, Block 1, Lots 7, 10, 11, 12, 13, and 14; thence
33. Northerly along the easterly line of Map 56A, Block 1, Lots 7, 10, 11, 12, 13, and 14 and the westerly sideline of the Interstate Route 93 right of way to the northeast corner of Map 56A, Block 1, Lots 7, 10, 11, 12, 13, and 14 at the southerly sideline of the Delta Drive right of way; thence
34. Continuing northerly across the Delta Drive right of way along the westerly sideline of the Interstate Route 93 right of way to the northerly sideline of the Delta Drive right of way and the southeast corner of Map 56A, Block 1, Lot 2; thence
35. Northerly along the easterly line of Map 56A, Block 1, Lot 2 and the westerly sideline of the Interstate Route 93 right of way to the northeast corner of Map 56A, Block 1, Lot 2 and the point of beginning.

Meaning and intending to describe a Tax Increment Finance District as shown on a plan titled: "North End Opportunity Corridor – Tax Increment Finance District," dated October 18, 2012, and prepared by the City of Concord, N.H, as attached to this document as Exhibit #1.

III. STATUTORY COMPLIANCE:

- A. **General:** The following is inserted to demonstrate compliance with certain legal requirements and thresholds set forth within RSA 162-K:5. Please note that at the time of original adoption on March 23, 1998 by Resolution #6802, the NEOCTIF District was the only Tax Increment Finance District within the City of Concord. Therefore, this section was originally omitted from the Development Program and Financing Plan when initially established in 1998.

1. **Total Acreage:** Per RSA 162-K:5, I, the total acreage included in any one development district when designated shall not exceed 5 percent of the total acreage of the municipality, and when added to the total current acreage within the development districts for which bonds remain outstanding shall not exceed 10 percent of the total acreage of the municipality.

Total Land Area of the City	41,100 Acres
5%	2,055 Acres
10%	4,110 Acres

Sears Block TIF District	21.00 Acres
NEOCTIF District	67.70 Acres*
Penacook Village TIF District	47.09 Acres
Combined Total All TIF Districts	135.79 Acres

*Includes acreage adjustment resulting from the January 2013 amendment. Prior to the January 2013 amendment, the NEOCTIF District contained 68.3 acres.

2. **Total Assessed Value:** Per RSA 162-K:5, II, the total assessed value of taxable real property of any one development district when designated shall not exceed 8 percent of the most recent total assessed value of taxable real property in the municipality, and when added to the current total assessed value of taxable real property within development districts for which bonds remain outstanding, shall not exceed 16 percent of the most recent total assessed value of taxable real property in the municipality.

Total Taxable Value of the City	\$4,321,396,542
8%	\$345,711,723
16%	\$691,423,477

Sears Block TIF District	\$51,418,000
NEOCTIF TIF District	\$51,165,100*
Penacook Village TIF District	\$11,149,600
Combined Total All TIF Districts	\$113,732,700

*Reflects assessed value of the District per January 2013 change in geography. Prior to the January 2013 amendment, the District the District had an assessed value of \$49,810,100.

Finding: The proposed TIF District and combination of districts do not exceed the taxable value or land area limitations. Please note that significant capacity remains, both in terms of allowable value and allowable land area, for the creation of additional tax increment finance districts as deemed necessary by the City Council.

IV. DEVELOPMENT PROGRAM:

A. Public Facilities

1. **Construction:** The following improvements shall be constructed as part of the NEOCTIF District:
 - i. Connector Street (Constitution Avenue): A new street connecting Commercial with South Commercial Street through the railroad underpass under I-393 and I-93 Southbound on-ramp, including realignment of South Commercial Street. March 2012 Amendment Update: This improvement was completed during the period of 1998 and 2001 and is presently known as Constitution Avenue.
 - ii. Intersection Reconstruction: The signalization of I-393 and the intersection of Commercial and South Commercial Streets shall be removed and a new barrier median prohibiting left hand turns shall be constructed to provide for right hand turns only. March 2012 Amendment Update: This improvement was completed during the period of 1998-2001.
 - iii. Commercial Street Reconstruction: Reconstruct Commercial Street from its intersection with I-393 to its intersection with Fan Road, including all slopes, retaining walls, drainage, sidewalks, street widening, landscaping, street furniture and subsurface and above ground utilities. March 2012 Amendment Update: This improvement was completed during the period of 1998-2001.
 - iv. Storrs Street North Extension: Construction of a new public highway to connect Storrs Street to Constitution Avenue and South Commercial Street. This effort shall include relocation, realignment, and reconstruction of railroads. This effort shall also include modification or construction of traffic control devices, pedestrian amenities, and streetscape improvements. Extension of water, sewer, gas, electric, and telecommunications utilities may also be undertaken as part of roadway construction.
 - v. Utilities: Relocate the overhead electric, telephone, cable television and alarm system utility wires existing from the intersection of Commercial Street and Horseshoe Pond Lane northerly along the edge of Horseshoe Pond and the westerly side of Commercial Street to a point approximately 100 feet north of the intersection of Fan Road, to an underground location on the East side of and parallel to Commercial Street. March 2012 Amendment Update: This improvement was completed during the period of 2000-2001.

2. **Open Space Created:** Through private development of property, redevelopment of the NEOCTIF District will provide enhancement to existing important open space elements, including:

- i.* Enhancement of the Horseshoe Pond shore along Commercial Street and Horseshoe Island by eliminating deteriorating and blighted buildings and debris from adjacent and nearby properties and reducing migration of subsurface environmental contamination, thereby improving the quality of the habitat for existing flora and fauna;
- ii.* Preparation of undeveloped flood storage areas to mitigate for developed flood plain in District;
- iii.* Construction of storm water retention areas which, in effect, creates new wetlands; and,
- iv.* Implementation of special design criteria provisions in the Redevelopment District (RDV) Zoning Ordinance throughout the District.

3. **Environmental Controls Applied:** The City and private developers shall be required to comply with the various Environmental Controls to assure the redevelopment of the NEOCTIF District adheres to the highest of standards and regulations including, but not limited to, the following:

- i.* Flood plain zoning regulations; flood storage requirements;
- ii.* Oversight of storm water designs and retention areas;
- iii.* Compliance with State of New Hampshire Alteration of Terrain Permits;
- iv.* Compliance with State and Federal regulations for hazardous waste clean-up and monitoring;
- v.* Compliance with BOCA building codes and national Life Safety Code; and,
- vi.* Implementation of US EPA Brownfields Program.

4. **Re-Use of Private Property:** The NEOCTIF District is intended to be a redevelopment area for the conversion of blighted or obsolete industrial, warehouse and wholesale properties into higher quality commercial,

hospitality, medical, and office uses. The following private properties shall be acquired by the City and used in the following fashion:

- i. City-owned Concord Lumber Site: The 19 acre City-owned Concord Lumber land shall be transferred to a private or not-for-profit development group for redevelopment for tax revenue generating commercial uses. Redevelopment of this property is now complete due to the development of the Marriott Hotel and Grappone Conference Center, new office buildings at 60, 70, and 80 Commercial Street.
- ii. Riviera, Inc. (Greenland's Corporation): Approximately 11,500 square feet of the 2.5 acre Riviera, Inc. (Greenland's Corporation) land will be acquired in fee simple or easement and will be utilized as street right-of-way across the south "gateway"/entrance to the District. The balance of the property shall be available for private redevelopment. Redevelopment of this property is now complete due to the development of the Weston Solutions Office Building at 45 Constitution Avenue.
- iii. Lockwood-Young Site: Approximately 30,000 sq. ft. of the Lockwood-Young site will be used for street right-of-way. The residual 2.3 acres might be partially retained for future rights-of-way and/or offered for redevelopment purposes and/or possible assembly with other area properties for redevelopment purposes. A portion of this property was redeveloped into a satellite parking lot for offices at 60 Commercial Street.
- iv. GPP Properties (Goulet Supply Co. Inc.): Approximately 400 square feet of GPP Properties land will be acquired for construction of Constitution Avenue. The balance of the property, 34,448 square feet of land and 20,197 square feet of buildings, will be acquired in fee simple title for the widening and redevelopment of Commercial Street. The residual 0.79 acres may be partially retained for future rights-of-way and/or offered for redevelopment purposes and/or possible assembly with other area properties for redevelopment purposes.
- v. #9 South Commercial Street (Map 55 Block 6 Lot 2): It is anticipated that the majority of this 1.61 +/- acre parcel will be used for future right-of-way associated with construction of a new highway connecting Storrs Street to Constitution Avenue / South Commercial Street. The City may retain any residual acreage not encumbered by the designation of said right-of-way for a public purpose, or may divest of said real estate for private redevelopment.

- vi. *Tsunis Property (Map 46 Block 5 Lot 3)*: It is anticipated that the majority of this 4.04 +/- acre parcel will be used for future right-of-way associated with construction of a new highway connecting Storrs Street to Constitution Avenue. The City may retain any residual acreage not encumbered by the designation of said right-of-way for a public purpose, or may divest of said real estate for private redevelopment.
- vii. *Storrs Street Avenue Parking Associate Parcel (Map 46 Block 4 Lot 11)*: It is anticipated that the majority of this 0.3 +/- acre parcel might be used for future right-of-way associated with construction of a new highway connecting Storrs Street to Constitution Avenue. The City may retain any residual acreage not encumbered by the designation of said right-of-way for a public purpose, or may divest of said real estate for private redevelopment.

5. Operation and Maintenance of the TIF District:

i. *Operation and Maintenance:*

1. *Constitution Avenue, North / South Commercial Street*: Upon completion of these roadways, the City shall maintain, plow, and sweep approximately 2,300 linear feet of new streets as described herein; will oversee maintenance of the upgraded storm water system; will maintain landscaped areas, and shall maintain approximately 4,600 linear feet of public sidewalks.
2. *Storrs Street Extension*: Upon construction of the Storrs Street Extension, the City will maintain, plow, and sweep approximately 1,700 linear feet of new roadway, 3,400 linear feet of sidewalks, lighting, landscaping, as well as a railroad crossing (whether at grade or a bridge).
3. *Public Safety*: The City Council may assess the NEOCTIF District for the cost of providing police and fire services. Otherwise these expenses shall be borne by the City's General Fund.
4. *Public Utilities (Water, Sewer, Storm Drainage)*: The cost of maintaining public utilities may be provided through rate charges or incremental tax revenues generated within the TIF District, or combination thereof, as determined by the City Council.
5. *Private Utilities (Gas, Electric, Telecommunications)*: The cost of maintaining private utilities shall be done at the expense

of said private utility after initial construction of said utilities is completed.

6. Administration Costs: The City Council may assess fees to the TIF District to cover the labor and overhead costs required to administer the TIF District.
- ii. Cost: The cost of maintenance and operation of the improvements shall be charged against the incremental tax revenues generated by new development in the TIF. It has been determined that the new improvements have a general public benefit and that no individual assessments shall be levied against district properties. If Tax Increment proceeds are not sufficient to cover the operations and maintenance costs of the district, these costs shall become an obligation of the City's General Fund.
- iii. Records and Reports: The City will maintain records of the financial activity of the District in accordance with governmental accounting standards and principals. It will include the financial reporting requirements in the Comprehensive Annual Financial Report.

B. Relocation and Displacement:

1. **General**: The City shall endeavor to comply with the provisions of NH RSA 162-K:15 and 162-K:6 concerning the relocation of persons displaced by the City's acquisition of property or construction of infrastructure only, unless 1) otherwise waived by said property owners or tenants or 2) tenants relocate for other reasons unrelated to the City's proposed activities 3) the city is acquiring the property after it has been put on the market by the owner for reasons unrelated to the City's activities. However, this provision shall not be construed to apply to acquisition of property by private parties through "arms-length" transactions, or construction of development projects by the private sector. The City shall utilize the Uniform Relocation Act of 1970 (as amended) as a general guide when displacing persons for the purpose of acquiring private property for municipal use, or construction of infrastructure to further redevelopment of the District, as applicable.
 - i. Coastal Concrete: The Coastal Concrete Company, together with their tenants, shall be eligible for relocation benefits as afforded herein. Costs to relocate the business will be part of the property Purchase and Sales Agreement financed by TIF bonds as described in Section V Financing Plan.
 - ii. Riviera, Inc. (Greenland's Corporation): The acquisition of Rights-of-Way to cross Riviera, Inc. (Greenland's Corporation) will not adversely affect the future use of that property. No business relocation

is anticipated. This improvement will provide frontage on a City street that the property does not currently enjoy.

iii. **Railroad Relocation:** The State of New Hampshire is in the process of acquiring the railroad right-of-way and tracks that pass through the TIF District. After acquisition, the track will be relocated easterly of its present locations, from the Interstate 393 bridge to the Fan Road crossing, as part of this Development Program. This relocation cost will be part of the redevelopment expenses assigned to the TIF District as outlined within Section V Financing Plan.

iv. **Utility Relocation:**

1. The relocation of the electric utility lines is proposed so that the City-owned land, which is currently bisected by the utility wires, may be united as one parcel. Electric and municipal sewer and water utilities will be similarly relocated, as necessary, through the site.

2. Relocate the overhead electric, telephone, cable television and alarm system utility wires existing from the intersection of Commercial Street and Horseshoe Pond Lane northerly along the edge of Horseshoe Pond and the westerly side of Commercial Street to a point approximately 100 feet north of the intersection of Fan Road, to an **underground** location on the East side of and parallel to Commercial Street.

v. **GPP Properties (Goulet Supply Co. Inc.):** Due to the necessity of taking Goulet's entire street frontage on Commercial and Constitutional Avenue, the property will no longer have adequate parking or access and will no longer be economically viable as a retail/wholesale storefront and distribution center. Therefore, it shall be necessary for the City to take the entire property and assist Goulet with a relocation benefit as defined by New Hampshire RSA 124-A, Relocation Assistance and Real Property Acquisition Policy.

vi. **#9 South Commercial Street (Map 55 Block 6 Lot 2):** The City shall acquire this property for the future construction of a new roadway, together with associated utility improvements, sidewalks, and streetscape improvements, in order to facilitate connection of Storrs Street to Constitution Avenue, as well as possible relocation of railroad lines as part of said improvement. The City shall follow the provisions of this Section relative to relocation of displaced persons, as applicable.

- vii. *Tnunis Property (Map 46 Block 5 Lot 3):* The City shall acquire this property for the future construction of a new roadway, together with associated utility improvements, sidewalks, and streetscape improvements, in order to facilitate connection of Storrs Street to Constitution Avenue, as well as possible relocation of railroad lines as part of said improvement. This acquisition shall also include purchase of any escheated rights which may have reverted to the State of New Hampshire. The property owner has waived any rights to relocation benefits as part of the purchase and sales agreement for the premises.
- viii. *Storrs Street Avenue Parking Associate Parcel (Map 46 Block 4 Lot 11):* Pending final design of the connector road between Storrs Street and Constitution Avenue, the City may acquire this property for the future construction of a new roadway, together with associated utility improvements, sidewalks, and streetscape improvements, in order to facilitate connection of Storrs Street to Constitution Avenue, as well as possible relocation of railroad lines as part of said improvement. The City shall follow the provisions of this Section relative to relocation of displaced persons, as applicable.

C. Other Program Activities

1. **Acquisition of Land, Easements, and Rights-of-Way:** The City will acquire the following land or easements through negotiations or through powers of eminent domain, including:
 - i. *City-owned Former Concord Lumber Site:* Land previously acquired by the City of Concord General Fund is included in the Tax Increment Financing (TIF) District Development Program. The General Fund will be reimbursed from proceeds of the TIF bond as described in Section V (Financing Plan). The 19 acre property will be offered for redevelopment. The property will be transferred to a private or not-for-profit development group for redevelopment for tax revenue generating commercial uses.
 - ii. *Lockwood-Young:* Approximately 3.0 acres of land currently owned by Lockwood-Young Corporation and occupied by the Coastal Concrete plant on South Commercial Street will be acquired from TIF bond proceeds. Approximately 30,000SF shall be utilized for right-of-way for the proposed connector street. The residual 2.3 acres may be partially retained for future rights-of-way and/or offered for redevelopment.

- iii. Riviera, Inc. (Greenland's Corporation): Approximately 11,500 sq. ft. of the property owned by Riviera, Inc. will be acquired with TIF bond proceeds and utilized for a street and utility right-of-way.
- iv. Construction and Maintenance Easements: Additional highway, sidewalk, drainage, and utility construction and maintenance easements may be required as necessary in order to facilitate construction of highway related improvements.
- v. Railroad Right-of-Way: The State Department of Transportation is in the process of acquiring the railroad right-of-way and track that passes through the District. Once the State Department of Transportation completes acquisition and the tracks are relocated, the District may acquire the land not needed for railroad right-of-way for development purposes or utility rights-of-way.
- vi. GPP Properties (Goulet Supply Co. Inc.): Approximately 400 square feet of GPP Properties land will need to be acquired for construction Constitution Avenue. The balance of the property, 34,448 square feet of land and 20,197 square feet of buildings will need to be acquired in fee simple title for the widening and redevelopment of Commercial Street.
- vii. Utility and Slope Easements: Right-of way, utility, drainage and slope easements may need to be acquired from Concord Historic Associates LP (Page Belting), New Hampshire Distributors Inc., the Society for the Protection of New Hampshire Forests, and Timothy Woodman.

2. Pedestrian & Streetscape Improvements, Transportation Connectivity to Areas Outside of the NEOCTIF District: The City shall undertake the following activities or construct the following improvements as part of its development activities within the NEOCTIF District:

- i. Streetscape Amenities: During the redevelopment of the TIF District, North Commercial Street shall be reconstructed to meet contemporary street standards including installation of lighting systems, street signs, and street furniture, landscaping of street and public property, and other systems compatible with the character of the district. Cost of constructing this improvement will come from TIF supported bond proceeds.
- ii. Sidewalks: Sidewalks may be constructed or reconstructed connecting the NEOCTIF District to Horseshoe Pond Lane, the adjacent North Main Street Historic District, Commercial Street, South Commercial Street, Stickney Avenue, Storrs Street, and I-393, North Main Street,

and ultimately to Fan Road (a.k.a. Delta Drive), the McAuliffe-Sheppard Planetarium, and the New Hampshire Technical Institute. The cost of constructing these improvements may be funded through a combination of TIF supported bonds, grants, and private contributions.

- iii. *Downtown Highway and Pedestrian Connection:* The City Council hereby affirms that it shall be a City priority to make a physical transportation connection between the Downtown and development within the NEOCTIF District. Said connection shall be the construction of a new road (commonly referred to as Storrs Street North Extension), complete with sidewalks, utilities, and streetscape amenities, roughly situated between Storrs Street and Constitution Avenue / South Commercial Street.

In order to facilitate said connection, the City Council approved Resolution 8540 on March 12, 2012 for the purpose of expanding the geography of the NEOCTIF District to include parcels which shall need to be acquired in order to provide future right-of-way for said roadway.

In addition, the City has created Project #18 in its Capital Improvement Program (CIP) for construction of this roadway extension.

The City, with input from the NEOCTIF Advisory Committee, shall endeavor to acquire private real estate as opportunities arise to carry out this purpose.

Due to the need to acquire multiple private parcels, as well as secure rights to cross the high-speed rail corridor, it is anticipated that the design and construction of said roadway will require a partnership with the NH Department of Transportation, possibly in conjunction with the future widening of Interstate 93.

In the interim, the North End Opportunity Corridor Tax Increment Finance District will explore alternative options for connecting the District with the downtown to encourage vehicular and pedestrian movement back and forth, such as:

1. Well lighted and landscaped walkways along Commercial and Storrs Streets, Stickney Avenue, I-393, Horseshoe Pond Lane, and North Main Street through the Historic District.
2. Shuttle Bus Service including Trolley-like vehicles by private providers.

3. Rail trolleys along existing railroad tracks by private providers.

3. Property Clean Up and Removal of Blighted & Derelict Structures: The City shall undertake environmental cleanup, remediation, and demolition activities within the NEOCTIF District in order to prepare property for public improvements or private redevelopment:

i. Environmental Pollutants:

1. City Owned Concord Lumber Site: The land owned by the City of Concord, and proposed to be offered for redevelopment, shall require remediation of environmental pollutants to satisfy New Hampshire Department of Environmental Services prior to, or as a condition of, any City planning, zoning, or building permit approvals. The cost of remediation may be funded through a combination of TIF bonds, grants, and private contributions.
2. Lockwood-Young Site: Prior to reconstruction of Commercial Street or construction of Commercial Street Connector or redevelopment of the residual land, the City will need to have a Level 2 Environmental Assessment conducted and remediate environmental pollutants to satisfy New Hampshire Department of Environmental Services. The cost of assessment and remediation may be funded through a combination of TIF supported bonds, grants, and private contributions.

ii. Buildings, Structures, and Improvements:

1. City-owned Concord Lumber Site: The land owned by the City of Concord (formerly Concord Lumber), and offered for redevelopment, is to be cleared of buildings, structures, and improvements prior to conveyance.
2. Lockwood-Young Site: The land owned by Lockwood-Young, and offered for redevelopment, is to be cleared of buildings, structures, and improvements prior to conveyance.

4. Property Disposition:

- i. City-owned Concord Lumber Site:* The City-owned former Concord Lumber property will be transferred to a private or non-profit corporation for redevelopment for hotel, conference and trade centers,

office, medical, high quality retail use, and/or other commercial uses in accordance with adopted City plans and ordinances. Revenues derived from the sale of properties subdivided from the former Concord Lumber Property shall be reimbursed to the City's Economic Development Reserve Fund in order to reimburse said fund for investments in the NEOCTIF District per Resolution #6808. Said reimbursement was accomplished by Resolutions #6774, 6799, 6963, 6987, 6994 and 7162.

- ii. Lockwood-Young Site: Upon completion of the connector street from Commercial to South Commercial, the City will have 2 parcels of surplus property for potential redevelopment.

The first is a 1.22 acre parcel known as the so-called Fish Hook Lot located at #11 Constitution Avenue. This property was sold by the City to private parties which developed the premises into a parking lot for #60 Commercial Street.

The second is a 0.79 acre parcel located at 1 South Commercial Street. This property is being retained as potential right-of-way for the Storrs Street North Extension. Should any residual property be available after completion the Storrs Extension, the City may retain such real estate as road / railroad right of way, and/or convey said property to a private or non-profit corporation for redevelopment for office, medical, retail use, and/or other commercial uses in accordance with adopted City plans and ordinances.

Revenues derived from the sale of these properties shall be either 1) deposited into the NEOCTIF District project budget for defeasement of TIF supported bonds and notes sold in accordance with Resolution #6807, 2) used to fund the District's annual operating and maintenance expenses, or 3) any other legal purpose.

- iii. GPP Properties (Goulet Supply Co. Inc.): Upon completion of the Commercial Street, the City may have surplus land for potential redevelopment. The property may be partially retained for future rights-of-way and/or conveyed to a private or non-profit corporation for redevelopment for office, medical, retail use, and/or other commercial uses in accordance with adopted City plans and ordinances.

- iv. #9 South Commercial Street (Former Agway) and Tsunis Holding Parcels: These properties are being retained as potential right-of-way for the Storrs Street North Extension. Should any residual property be available after completion the Storrs Extension, the City may retain

such real estate as road / railroad right of way, and/or convey said property to a private or non-profit corporation for redevelopment for office, medical, retail use, and/or other commercial uses in accordance with adopted City plans and ordinances.

5. **Ordinance Changes:** The City shall endeavor to amend, modify, or otherwise adopt changes to the City's Code of Ordinances in order to support redevelopment of the NEOCTIF District as might be deemed prudent by the City Council.
6. **Grants:** The City may apply for, accept, and appropriate the use of private foundation grants and/or state and federal grants such as HUD Community Development Block Grants, Economic Development Administration, Environmental Protection Agency, Department of Transportation, and/or other state and federal funds as they become available to assist with on-site and off-site improvements to make the project economically feasible and to assure all improvements are in compliance with city, state, and federal regulations. The City shall not be required to update this Development Program and Financing Plan when accepting grants, providing grants are used to support activities contemplated within this document.

V. **FINANCING PLAN:**

- A. **Statement of Objectives:** (See Section I)
- B. **Estimated cost of the Development Program:** The following is a summary of costs associated with various activities within the NEOCTIF District relative to design and construction of public improvements:

Table 1: Summary of Development Costs

Appropriation Number	<u>1</u>	<u>2</u>	<u>3 & 4</u>	<u>5</u>	<u>6</u>	<u>7</u>	Total
Resolution Number	6808, 6809	6807	6993 & 7037	7064 & 7065	8540 & 8541	TBD	
Date Appropriated	April 13, 1998	April 13, 1998	March 13, 2000	June 19, 2000	March 12, 2012	March 10, 2014	
Development Activity							
Property, Easements, & Right-Of-Way Acquisition	\$550,000	\$800,000	\$20,000				\$1,370,000
Goulet Property Acquisition			\$310,000				\$310,000
Goulet Supply Relocation Benefit			\$20,000				\$20,000
#9 South Commercial Street Acquisition, Relocation, & Demolition					\$230,000		\$230,000
Tsunis Holdings, Inc. Storrs Street Acquisition & Related Activities						\$1,050,000	\$1,050,000
Utility Relocation		\$250,000		\$770,700			\$1,020,700
Building Demolition / Environmental Cleanup (1)							\$0
Railroad Relocation		\$500,000					\$500,000
Highway Improvements		\$1,000,000					\$1,000,000
Commercial St. Improvements Including Inspections & Administration			\$1,265,000				\$1,265,000
Design Services			\$100,000				\$100,000
Legal Services	\$49,500						\$49,500
Contingency / Overruns		\$90,000	\$250,000				\$340,000
Bond Costs			\$10,000				\$10,000
Capitalized Interest		\$145,000					\$145,000
Total	\$599,500	\$2,785,000	\$1,975,000	\$770,700	\$230,000	\$1,050,000	\$7,410,200
(1) CRDC Pledged							
(2) Donal Associates Underground Utilities				In Kind Donation			\$100,000

- C. **Proposed sources of revenue to meet cost of Development Program:** The following is a summary of funding sources and amounts appropriated for costs incurred by the NEOCTIF District:

Table 2: Summary of Appropriations

Original TIF Appropriation (1998 Original Appropriation)	\$2,785,000
Commercial Street Improvements Supplemental Appropriation	\$1,725,000
Economic Development Reserve Transfer*	\$849,500
Underground Wiring TIF Amendment	\$670,700
CRDC Pledge for Underground Utilities	\$100,000
Donal Associates Pledge to Trench & Install Conduits	In Kind
9 South Commercial Street Acquisition & Demolition March 2012	\$230,000
Tsunis Holdings, Inc. Storrs Street Acquisition 2014 - Fund Balance and TIF Supported G.O. Bond.	\$1,050,000
Total Project Appropriation	\$7,410,200
*(Includes Conference Center / Trade Show appropriations prior to TIF Enactment for activities included within this Development Program and Financing Plan)	

- D. **Estimated annual cost of Development District:** The following is a summary of estimated annual debt service and operating costs for the NEOCTIF District:

Table 3: Summary of Estimated Annual Debt Service & Operating Costs

Previously Authorized Debt (1998, 2000)	\$376,170
Average Annual Debt Service (Tsunis Holdings Purchase) FY 2014	\$130,800
Annual Operating & Maintenance Costs (FY 2014)	\$125,850
Total Estimated Annual Cost (FY2014)	\$632,820

- E. **Sources of revenue to meet annual cost of Development District:** The FY2014 assessed value of incremental development within the NEOCTIF District is \$50,329,700. This will generate approximately \$1,313,182 in incremental property tax revenues, which are eligible to be captured by the NEOCTIF District and retained to support TIF debt service and operating expenses.

Because new incremental development within NEOCTIF District has far exceeded the amount required to support debt service and operating expenses, the City Council, since FY2005, has released a portion of the incremental assessed value on an annual basis to support the City's General Fund, as well as the Concord School District, Merrimack County, and State of New Hampshire. In FY2014, the City Council released \$25,985,400, which yielded approximately \$678,001 in tax revenues for these entities, combined.

F. Duration of the Program's Existence: The NEOCTIF District shall remain in place until both of the following occur:

1. The City Council determines that the activities described within this Development Program, as amended, are accomplished; and,
2. All debt service issued to construct improvements set forth within the Development Plan and supported by the NEOCTIF District is retired or other legally defeased. Debt service shall include, but not be limited to; all TIF supported general obligation bonds and notes, as well as appropriations from the City's Economic Development Reserve ("EDR") Fund. All moneys appropriated from the EDR Fund are to be reimbursed to the EDR Fund by the NEOCTIF District, with interest.

G. Estimated Impact of Tax Increment Financing Upon All Related Taxing Jurisdictions: The following is a summary of initial reduction in the assessed value available to the City's General Fund, School District, and State of New Hampshire, as a result of the acquisition of private property by the City to carry out the development program:

1. Lockwood Young Property (City Assessor's Parcel 56/1/2): A loss of assessed value in the amount of \$420,400 due to the City's acquisition of this property for right-of-way purposes. The City's acquisition of the property made it tax exempt.
2. GPP Properties (Goulet Supply Co. Inc.) Property (City Assessor's parcel number 58/2/5): A loss of assessed value in the amount of \$271,400 due to the City's acquisition of this property for right-of-way purposes. The City's acquisition of the property made it tax exempt.
3. 6-9 South Commercial Street (City Assessor's Parcel 55/6/2): A loss of assessed value in the amount of \$350,500 due to the City's acquisition of this property for right-of-way purposes. The City's acquisition of the property made it tax exempt.
4. Tsunis Holdings, Inc. Property / Storrs Street (City Assessor's Parcel #46/5/3): A loss of assessed value in the amount of \$361,900 due to the City's acquisition of this property for right-of-way purposes. The City's acquisition of the property made it tax exempt.

The incremental assessed value resulting from new development within the NEOCTIF District will replace the assessed value lost due to the acquisition of these properties. Further, since FY2005, the City has released a portion of the incremental assessed value on an annual basis to support the City's General Fund, as well as the Concord School District, Merrimack County, and State of New Hampshire. In

FY2014, the City Council released \$25,985,400, which yielded approximately \$678,001 in tax revenues for these entities, combined.

- H. Captured value dedicated towards retirement of TIF supported bonds and notes and repayment of contributions from the City's Economic Development Reserve Fund:** Up to 100% of the captured value of the District shall be dedicated for retirement of TIF supported bonds and notes as well as repayment of appropriations from the City's Economic Development Reserve Fund. (RSA 162-K:10 II, a).

Because new incremental development within NEOCTIF District has far exceeded the amount required to support debt service and operating expenses, the City Council, since FY2005, has released a portion of the incremental assessed value on an annual basis to support the City's General Fund, as well as the Concord School District, Merrimack County, and State of New Hampshire. In FY2014, the City Council released \$25,985,400, which yielded approximately \$678,001 in tax revenues for these entities, combined.

- I. Annual Allocation of Captured Value:** In regard to 162-K:10, II, b, the City, as part of its annual budgeting process, shall determine the amount of incremental assessed value required to support the NEOCTIF District's debt service and operating costs. With respect to surplus incremental assessed value (and property tax revenues associated therewith), the City Council may elect to have the NEOCTIF District retain said surplus value or to release any portion of said surplus value to the City's General Fund, Concord School District, Merrimack County, and State of New Hampshire.

VI. DISTRICT ADMINISTRATION:

The administration of the Development District shall be by the City Manager who shall make an annual financial report to the Council. The annual financial report may be in the form of the City's Comprehensive Annual Financial Report (CAFR), annual budget, or other document created to fulfill this requirement.

VII. ADVISORY BOARD RESPONSIBILITIES:

In accordance with RSA 162-K:14, the City Council passed Resolution #6681 on February 18, 1997, delineating the respective powers and duties of the Advisory Board. The Advisory Board shall consist of seven people, the majority of whom are landowners or tenants within or adjacent to the NEOCTIF District, as appointed by the City Manager and confirmed by the City Council.

The Advisory Board shall advise the governing body and district administration on planning, construction, and implementation of the development program and on maintenance and operation of the district after the program has been completed until such time as debt service has been fully repaid and the District is terminated.

The Advisory Board shall have 30 days to appeal any decision by the District Administration to the City Council for a final decision. The Advisory Board shall meet as frequently as circumstances require, as deemed necessary by the City Manager or the membership of the Advisory Board.



Exhibit 1

North End Opportunity Corridor - Tax Increment Finance District
Prepared by the City of Concord, N.H. (October 18, 2012)



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Cindy Flanagan, Chair, North End Opportunity Corridor Tax Increment Finance District Advisory Board

DATE: January 29, 2014

SUBJECT: North End Opportunity Corridor Tax Increment Finance ("NEOCTIF") District Amendment & Tsunis Holdings, Inc. Acquisition

Recommendation:

Accept this report.

Background:

The City established the NEOCTIF Advisory Board by passage of Resolution #6681 on February 18, 1997. In accordance with RSA 162-K:14, the Board's mission is to "advise the governing body and district administrator on planning, construction, and implementation of the development program and on maintenance and operation of the district."

Currently, the Board is comprised of Cindy Flanagan, Anne "Missy" Fields, Chris Brown, and Dr. Robert Thompson. The Board presently has two vacancies.

Discussion:

The Advisory Board met on January 28, 2014, to review the City Administration's proposal to acquire the Tsunis Holdings property located on Storrs Street east of the Holiday Inn. Upon review of this proposal, the Board offers the following recommendations to the City Council for its consideration:

1. Proceed with acquisition of the Tsunis Holdings Property. Upon acquisition, remove all shrubby vegetation and miscellaneous debris to make the property visually attractive, as well as to discourage illegal activity. The Board also recommends that turf be established at the property and mowed regularly by the City.
2. Pursue a partnership with the State of New Hampshire to design and construct the Storrs Street North Extension. However, if a partnership cannot be achieved in the near-term,

the City should proceed independently with construction of the new roadway prior to the expiration of the NEOCTIF District.

3. Lastly, the City Council should consider expanding the boundaries of the NEOCTIF District to include properties along Stickney Avenue, Higgins Place, and Hebert Street in order to support future redevelopment of the former NH Department of Transportation maintenance facility and other properties. The City Council should also consider expanding the District to include the Friendly Kitchen site and rail road right-of-way along the westerly side of the District in order to accommodate potential improvements that might be required as part of the future Storrs Street North Extension. Please see the attached map for more information.



Exhibit 1

North End Opportunity Corridor – Tax Increment Finance District

 Potential Expansion

Prepared by the City of Concord, N.H. (January 29, 2014)

C-1

C-2

C-3

3-35(J) *Buy* 12/31/13
2-45(F) 1-14
2-51

CITY OF CONCORD

In the year two thousand and fourteen

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AND SALES AGREEMENT WITH TSUNIS HOLDINGS, INC. FOR REAL ESTATE LOCATED ON STORRS STREET AND APPROPRIATING THE SUM OF \$1,050,000, INCLUDING \$450,000 FROM NEOCTIF UNDESIGNATED FUND BALANCE AND THE ISSUANCE OF \$600,000 IN NEOCTIF SUPPORTED BONDS AND NOTES, TO FACILITATE ACQUISITION OF PROPERTY AND RELATED ACTIVITIES.

Page 1 of 3

The City of Concord resolves as follows:

WHEREAS, Tsunis Holdings, Inc. owns certain real estate located on Storrs Street, City Assessor's Parcel Map 46 Block 5 Lot 3; and,

WHEREAS, the real estate is comprised of two parcels, known as Lot A and B, which total 4.036 +/- acres, as shown on Plan #10396 recorded at the Merrimack County Registry of Deeds; and,

WHEREAS, the subject real estate is located within the North End Opportunity Corridor Tax Increment Finance (NEOCTIF) District; and,

WHEREAS, the City desires to acquire this property for the purpose of establishing a future right-of-way for construction of a new roadway to connect Storrs Street to Constitution Avenue and South Commercial Street, as currently contemplated in Capital Improvement Program (CIP) Project #18; and,

WHEREAS, the estimated cost to acquire the property, as well as complete related site improvements and related activities is \$1,050,000; and,

WHEREAS, as of June 30, 2013 the NEOCTIF Fund had an undesignated fund balance of \$721,081 available, of which \$450,000 shall be appropriated to support the purchase of this property and related activities, therefore a net appropriation of \$600,000 shall be required to complete this transaction and related activities; and,

WHEREAS, the \$600,000 in funding required shall be secured through issuance of bonds and notes to be supported by the North End Opportunity Corridor Tax Increment Finance (NEOCTIF) District; and,

CITY OF CONCORD

In the year two thousand and fourteen

RESOLUTION **AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AND SALES AGREEMENT WITH TSUNIS HOLDINGS, INC. FOR REAL ESTATE LOCATED ON STORRS STREET AND APPROPRIATING THE SUM OF \$1,050,000, INCLUDING \$450,000 FROM NEOCTIF UNDESIGNATED FUND BALANCE AND THE ISSUANCE OF \$600,000 IN NEOCTIF SUPPORTED BONDS AND NOTES, TO FACILITATE ACQUISITION OF PROPERTY AND RELATED ACTIVITIES.**

Page 2 of 3

WHEREAS, the City desires to utilize available fund balance within the NEOCTIF District as well as future incremental property tax revenues generated within the District for this purpose; and,

WHEREAS, this is a purpose for which funds are not included in the FY14 adopted budget and RSA 33:9 mandates that a two-thirds vote of all members of the City Council is required to pass a bond resolution, which shall be taken by roll call vote.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Concord that:

1. The sum of\$1,050,000
be and is hereby appropriated as follows:

<u>NEOCTIF</u>	
Tsunis Holdings Purchase	\$1,050,000

2. Revenue to meet said appropriation shall be provided from the following sources:

<u>NEOCTIF</u>	
Fund Balance	\$ 450,000
Bonds and Notes	\$ 600,000
Total	\$1,050,000

3. In order to meet said expenditure the City Treasurer, with approval of the City Manager, is authorized to issue up to \$600,000 in bonds and notes of the City of Concord under the Municipal Finance Act. These bonds shall also be tax increment finance bonds issued under RSA 162-K.

CITY OF CONCORD

In the year two thousand and fourteen

RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO A PURCHASE AND SALES AGREEMENT WITH TSUNIS HOLDINGS, INC. FOR REAL ESTATE LOCATED ON STORRS STREET AND APPROPRIATING THE SUM OF \$1,050,000, INCLUDING \$450,000 FROM NEOCTIF UNDESIGNATED FUND BALANCE AND THE ISSUANCE OF \$600,000 IN NEOCTIF SUPPORTED BONDS AND NOTES, TO FACILITATE ACQUISITION OF PROPERTY AND RELATED ACTIVITIES.

Page 3 of 3

4. The discretion of the fixing of dates, maturities, rate of interest, form and other details of such bonds and notes and providing for the sale are hereby delegated to the City Treasurer.
5. The useful life of the improvements is expected to be in excess of twenty (20) years.
6. These funds shall be available for any purpose associated with the acquisition of the Tsunis Holdings, Inc. property, including, but not limited to, acquisition of real estate, environmental due diligence, legal due diligence, architectural and engineering services, land planning services, title due diligence, boundary surveys, consultant services, demolition and environmental clean-up services, or any other lawful purpose related to redevelopment of this or any other properties within the NEOCTIF District.
7. Sums as appropriated shall be administered under the direction of the City Manager.
8. This resolution shall take effect upon its passage.

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PURCHASE AND SALES AGREEMENT

This **PURCHASE AND SALES AGREEMENT** ("Agreement") is made as of the _____ day of _____, 2014 by and between Tsunis Holdings Inc. having a principal place of business at 172 North Main Street, Concord, New Hampshire 03301 (referred to the "Seller") and the City of Concord, a New Hampshire municipal corporation, with a principal place of business at 41 Green Street, Concord, New Hampshire 03301 (referred to as "the City" or "the Buyer") (referred to individually as a "Party" and collectively as the "Parties").

RECITALS

This Agreement relates to the sale of real estate located on Storrs Street, Concord, New Hampshire (the "Premises"), City Assessing Department Parcel Map 46 Block 5 Lot 2.

This Agreement is entered into upon the basis of the following facts and intentions of the Parties:

- I. The City wishes to encourage cleanup, redevelopment and revitalization of that portion of Concord known as the North-End Opportunity Corridor in order to remove blight, foster tax base and job creation, as well as promote transportation connections from Downtown to the Grappone Conference Center and Corporate Park at Horseshoe Pond;
- II. The Seller owns certain real estate, comprised of two separate tracts, located on Storrs Street Concord, New Hampshire consisting of 4.036 +/- acres of land, combined, as further described herein and depicted on Exhibit 1;
- III. The City acknowledges that it will need to acquire title to certain escheated parcels from the State of New Hampshire (the "Escheated Parcels") in order to make title to the Premises marketable.
- IV. The City, subject to the contingencies set forth within this Agreement, desires to acquire the Premises; and,
- V. All Parties signatory to this Agreement are willing to proceed upon the terms and conditions of this Agreement.

NOW, THEREFORE, the Parties hereby agree as follows:

1. DESCRIPTION OF PREMISES AND REAL ESTATE TRANSACTION:

- 1.1. **General:** Pending the results of the City's due diligence and the other conditions in this Agreement, the Seller intends to sell to the City, and the City intends to acquire from the Seller, the Premises, consisting of two lots known as Lot #A with approximately 3.484+/- acres of land and Lot #B with approximately 0.553 acres of land, as shown on the attached plan titled "Exhibit 1".
- 1.2. **Purchase Price:** The City shall acquire the Premises for the sum of SEVEN HUNDRED THOUSAND DOLLARS (\$700,000.00) cash at Closing.
- 1.3. **Deposit:** No deposit shall be required for this transaction.
- 1.4. **Payment of Purchase Price:** The Purchase Price shall be paid in full by the Buyer to the Seller at Closing and conveyance of the Premises to the Buyer.
- 1.5. **Access to Premises:** The Seller hereby grants authorization to the Buyer, its employees, representatives, consultants, and agents to enter the Premises for the purpose of completing due diligence and for all other purposes necessary to carry out the terms of this Agreement.

The Buyer and the Seller shall coordinate all access to the Premises by third parties working on behalf of the Buyer as part of the Buyer's due diligence.

The Buyer shall indemnify, defend, and hold harmless the Seller from and against any and all claims, actions, damages or losses arising out the Buyer's activities pursuant to this paragraph during its inspection and subsequent tasks related thereto which are caused solely by the Buyer's negligence. The Buyer shall require any and all contractors who are retained for the purpose of completing due diligence or for any other purpose necessary to carry out the terms of this Agreement, and who will need to access the Premises, to obtain a certificate of insurance in the amount of \$2 million aggregate, \$1 million per occurrence naming the Seller as an additional insured. The Buyer shall also require any such contractors to execute the City's standard indemnification form naming both the City and the Seller as indemnified parties. The standard indemnification form shall be as follows, unless written approval of a requested change is granted by both the Buyer and Seller:

"The contractor agrees to indemnify, defend and save harmless the City and Tsunis Holdings, Inc., their officials, officers, agents and employees from any and all claims and losses accruing or resulting to any and

all contractors, subcontractors, suppliers, laborers and any other person, firm, or corporation furnishing or supplying work, services, materials or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation which may be injured or damaged by the contractor in the performance of this contract. In any case, the foregoing provisions concerning indemnification shall not be construed to indemnify the City or Tsunis Holdings, Inc. for damage arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the City, Tsunis Holdings, Inc. or their employees. This indemnification shall survive the expiration or early termination of this contract."

- 1.6. **Closing:** Closing shall occur no later than August 29, 2014. The Parties agree that all Closing documents, including Warranty Deed for conveyance of the Premises, easement deeds (if applicable) and other Closing documents, shall not be recorded at the Merrimack County Registry of Deeds and that cash shall not be exchanged between the Parties until all of the Buyer's Contingencies, as set forth in Article 2, have been achieved or satisfied.
- 1.7. **Title and Deed Restrictions:** In addition to the terms and conditions set forth within this Agreement, the conveyance of the Premises by the Seller to the Buyer shall be of good and marketable title thereto by Warranty Deed and insurable for the benefit of the City by a title insurer licensed in the State of New Hampshire and acceptable to the Buyer pursuant to an ALTA standard form title insurance policy in an amount equal to the Purchase Price, insuring that the Buyer holds marketable fee simple title to the Premises, at Buyer's expense and subject to the following:
- a) Existing matters of record accepted and approved by the City.
 - b) Acquisition by the City of the Escheated Parcels (which the cost of resolving shall not be at the Seller's expense).
- 1.8. **Seller's Affidavits and Certificates:** If requested to do so by the Buyer, the Seller, at the Closing, shall deliver such affidavits (in customary form) as may be required by the Buyer or Buyer's title insurance company with respect to: (1) parties in possession of the Premises, (2) rights of third parties and title claims in or to the Premises, and (3) mechanic's and materialmen's liens affecting the Premises.

- 1.9. **Deed Preparation; Recording Fees:** The Seller shall convey the Premises by Warranty Deed. The Seller shall prepare all deeds (including easement deeds, if any) at its expense. The Seller will deliver the draft deeds to the Buyer as soon after the execution of this Agreement as possible. The Buyer shall review the deeds within ten (10) business days of receipt from the Seller and provide comments to the Seller. The Seller shall address the comments and respond in a timely manner and revise the Warranty Deed or Easement Deeds no later than ten (10) business days prior to the Closing.
- 1.10. **Transfer Taxes and Recording Fees:** The Parties shall pay their respective shares of normal and customary recording fees and transfer taxes customarily associated with real estate transactions. The parties acknowledge that the Buyer is exempt from the Real Estate Transfer Tax pursuant to RSA 78-B:2, I. To the extent the Seller is not exempt from the real estate transfer tax, Seller agrees to pay their respective half of the transfer tax in the customary fashion.
- 1.11. **Discharge of Liens:** The Seller shall, at its expense, pay or discharge all liens, mechanics liens, encumbrances, and attachments, if any, which may exist on the Premises through the date of Closing or filed after recording of the deed transferring the Premises to the City due to an action by the Seller prior to recording of the transfer deed, except those which the parties agree will not be discharged in accordance with Section 1.7 above. To enable the Seller to make conveyance as herein provided, the Seller may, at the time of delivery of the deed, use the Purchase Price or any portion thereof to clear the title or any or all encumbrances or interests, provided that all instruments so procured are recorded simultaneously with the delivery of said deed. The Seller shall also be entitled to use the proceeds to pay off any mortgagee, pursuant to standard customary practices for real estate transactions and conveyances, and receive therefrom a discharge(s) to be recorded in the ordinary course of business.
- 1.12. **Prorating of Property Taxes and Utility Costs:** At the time of recording of the Deed, the Seller shall be required to pay all property taxes and utilities (as applicable) for the Premises through the date of Closing.
- 1.13. **Delivery of Premises, Removal of Tenants, Property to be Retained by Seller:** The Seller shall deliver possession of the Premises to the Buyer in its AS IS, WHERE IS condition, free and clear of all tenants and third parties. Buyer acknowledges that the Property has piping, catch basins, manholes and other personal property located there. Seller, at its discretion, may remove such items, but is not obligated to remove them.

- 1.14. **Title Insurance:** If applicable, the Seller shall execute all customary documents required by the Buyer's Title Insurance Company.
- 1.15. **Real Estate Broker's Fees & Commissions:** Each Party hereby affirms that no real estate broker or realtor represents either Party in this transaction. The Parties agree that the acting Party shall be responsible for any broker's commission or compensation related to this transaction due to action by that Party.
- 1.16. **Environmental Contamination, Due Diligence, and Indemnification:**

- 1.16.1. **Environmental Reports Commissioned by the Seller:**
The Seller shall provide the Buyer with copies of any and all environmental studies, assessments, or reports which it has in its possession.

The Buyer acknowledges and agrees that it may not rely upon the representations, certifications, and statements contained therein without the express written consent of the parties who authored such reports or generated said data. Further, the Buyer acknowledges that the provision of such materials by the Seller does not constitute any representation or warranty by the Seller related to environmental conditions or potential presence of hazardous materials at the Premises.

- 1.16.2. **Due Diligence:** The Buyer shall have the right to conduct such studies and investigations it deems necessary with respect to the environmental condition of the Premises and any environmental contamination or hazardous material related thereto. Said studies and investigations shall be completed no later than July 31, 2014, which period shall be referred to as the Environmental Inspection Period.

The Seller shall provide the Buyer (or its agents, employees, consultants, contractors, and representatives) reasonable access to the Premises during the Environmental Inspection Period for the purpose of carrying out any environmental investigations or other due diligence required by the Buyer. In order to complete such examinations or investigations, the Buyer may undertake soil borings, test pits, or installation of groundwater monitoring wells. The Buyer shall perform these tasks at its own risk and at its own expense. The Buyer accepts full responsibility for the use of the Premises during its inspections and due diligence, and acknowledges

that such access is subject to the indemnity provisions of Section 1.5.

The Buyer hereby discloses that it may undertake said due diligence through grant or technical assistance programs provided by the U.S. Environmental Protection Agency (the "US EPA"). The Seller shall execute all documents required by the Buyer and the US EPA related to completion of said due diligence, including a right of entry form as required by the US EPA.

1.16.3. **Results of Environmental Due Diligence:** If based upon examination of data and reports provided by the Seller or upon the results of the Buyer's own environmental tests, examinations, investigations, or studies, the Buyer determines that the Premises are not acceptable because of the presence of environmental contamination, hazardous materials, or other buried materials at the Premises, the Buyer shall have the following options, as follows:

1.16.3.1. Terminate this Agreement in which case the Seller shall return the Buyer's deposit in full, following which this Agreement shall be null and void, and of no further force or effect; or,

1.16.3.2. Accept the Premises in its "as is condition" and proceed to Closing, subject to other contingencies as set forth within this Agreement.

1.16.4. **Completion of Transaction and Environmental Conditions:** If the Buyer proceeds to Closing either relying upon environmental due diligence, tests, studies, or investigations completed by the Buyer or previously by the Seller, the Buyer shall accept full responsibility for the Premises in its "as is" environmental condition with respect to the potential presence of hazardous waste or other buried materials regardless whether such waste or other materials were identified by said due diligence, tests, studies, or investigations.

1.17. **Seller's Disclosures:** The Seller makes no warranties or representations regarding environmental contamination or sub-surface conditions at the Premises.

- 1.18. **Casualty and Condemnation:** In the event that the Premises, prior to Closing, are damaged by fire, flood, collapse, or other casualty, or is subject to an eminent domain proceeding, the Buyer at any time after the occurrence of such damage or casualty may elect to terminate this Agreement by written notice, in which event all other obligations of the Parties hereunder shall cease, any Deposits shall be returned to the Buyer, and this Agreement shall thereupon be void and of no further force or effect.

In the event of partial eminent domain (leaving suitable residual Premises area for the Buyer's Project), the Buyer may choose to proceed with the acquisition and redesign of its intended use of the Premises to accommodate the portion of Premises taken and the Parties shall negotiate an extension of timing requirements for Closing. Further, the Parties shall agree to reduce the Purchase Price in an amount directly proportionate to the total lot area seized by said taking.

The City warrants and represents to the Seller that the City has no plans to take all or any portion of the Premises by eminent domain and is unaware of plans by any other entity to do so.

- 1.19. **Relocation:** The Seller hereby waives any and all relocation assistance which it might be eligible for under RSA 162-K:6 and 162-K:15 as a result of the property being located within the North End Opportunity Corridor Tax Increment Finance ("NEOCTIF") District.
2. **BUYER'S CONTINGENCIES:** The City's obligation to Close on acquisition of the Premises shall be subject to the following contingencies, the failure to satisfy any one of which shall give the City any of the options set forth below and, in addition, the right to withdraw from this Agreement, after which the City shall have no further obligation to the Seller.
- 2.1. **Title:** Upon execution of this Agreement by the Parties, the Buyer shall perform a title examination of the Premises, and must be reasonably satisfied that title to the Premises is good, marketable and insurable, subject to the City, at its expense, negotiating conveyances from the State of New Hampshire for the Escheated Parcels. In the event that the title to the Premises is not good, marketable and insurable, the Seller shall be provided a reasonable period of time, no less than thirty (30) days, within which to resolve such title defects. Buyer acknowledges that the Premises is subject to a mortgage and that the Seller shall work with its lender(s) to obtain a discharge of such mortgage with respect to the Premises. Such discharge may be delivered at Closing. In the event that such defects cannot be resolved to the Buyer's reasonable satisfaction, the Buyer, at its sole option, may proceed with any of the following options:

- 2.1.1. Afford the Seller any additional amount of time which the Buyer solely deems reasonable to cure said Title defects; or,
 - 2.1.2. Terminate this Agreement, in which case the Buyer shall be entitled to the return of the Deposit (if any), following which this Agreement shall be null and void, and of no further force or effect; or,
 - 2.1.3. The Parties may renegotiate the Purchase Price to appropriately account for the condition of the Premises' Title and then proceed to Closing.
- 2.2. **Environmental Due Diligence:** This Agreement is specifically contingent upon the City completing environmental due diligence with results acceptable to the City in its sole discretion, in accordance with Section 1.16 of this Agreement. In the event that such due diligence yields results which indicate the Premises contains hazardous materials the Buyer shall have the ability to pursue any of the options set forth within Section 1.16.3.
- 2.3. **Enrollment of Premises in NH Brownfields Program:** This Agreement is specifically contingent upon the City successfully enrolling the Premises in the New Hampshire Brownfields Program (a.k.a. "Covenant Not to Sue Program") as administered by the NH Department of Environmental Services. This cannot be accomplished until the City has completed its environmental due diligence in accordance with this Agreement. Because the City plans to file its application as a "prospective purchaser" of the Premises, the Seller shall execute any documents necessary to enroll the Premises into this program. The City shall complete the application process at its sole expense.
- 2.4. **Amendment of North End Opportunity Corridor Tax Increment Finance ("NEOCTIF") District and Funding Appropriation by City Council:** This Agreement is specifically contingent upon the City Council conducting public hearings and obtaining the necessary votes for the purpose of:
- 2.4.1. Amending and re-adopting the North End Opportunity Corridor Tax Increment Finance (NEOCTIF) District Development Program and Finance Plan in accordance with RSA 162-K in order to use TIF funds to finance this acquisition and related expenses;
 - 2.4.2. Appropriation of funds from the NEOCTIF District by the City Council to finance purchase of the Premises and all related due diligence.

In the event the City Council does not conduct the necessary public hearings or obtain the votes required by March 10, 2014, the Seller may elect to terminate this Agreement, following which this Agreement shall be null and void, and of no further force or effect.

- 2.5. **Rail Road Crossing Easements:** This Agreement is specifically contingent upon the City's verification that rail road crossing easements associated with the Premises exist, are legally valid, assignable to the City, and suitable for the construction of a new two lane highway and infrastructure related thereto for the purpose of connecting Storrs Street to Constitution Avenue / South Commercial Street.
- 2.6. **Escheated Rights Agreement with State of New Hampshire:** This Agreement is specifically contingent upon the City entering into an agreement with the State of New Hampshire to acquire the Escheated Parcels upon such terms and conditions acceptable to the City.

3. **SELLER'S CONTINGENCIES:** Deleted in its entirety.

4. **REPRESENTATIONS AND WARRANTIES**

4.1. **Representations and Warranties of the Buyer.** The City hereby represents and warrants to the best of its knowledge and belief that:

- 4.1.1. The execution and delivery of this Agreement and the performance of the City's obligations hereunder have been duly authorized by such municipal action as necessary, and this Agreement constitutes the legal, valid and binding agreement of the City, enforceable against the City in accordance with its terms subject only to the conditions set out in this Agreement.
- 4.1.2. Subject to the conditions set out in this Agreement, neither the execution or delivery by the City of this Agreement, the performance by the City of its obligations in connection with the transactions contemplated hereby, nor the fulfillment by the City of the terms or conditions hereof conflicts with, violates or results in a breach of any constitution, law or governmental regulation applicable to the City, or conflicts with, violates or results in a breach of any term or condition of any judgment or decree, or any agreement or instrument, to which the City is a party or by which the City or any of its properties or assets are bound, or constitutes a default there under.
- 4.1.3. Except as set forth in this Agreement, no approval, authorization, order or consent of, or declaration, registration or filing with, any Governmental Authority is required for the valid execution and delivery of this Agreement by the City, except such as have been duly obtained or made or disclosed in this Agreement.
- 4.1.4. There is no action, suit or proceeding, at law or in equity, or official investigation before or by any court or Governmental Authority, pending or threatened against the City, wherein an unfavorable decision, ruling or

finding would materially adversely affect the performance by the City of its obligations hereunder or the performance by the City of its obligations under the transactions contemplated hereby, or which, in any way, questions or may adversely materially affect the validity or enforceability of this Agreement, or any other agreement or instrument entered into by the City in connection with the transactions contemplated hereby.

4.2. Representations and Warranties of the Seller. The Seller hereby represents and warrants to the best of its knowledge and belief that:

- 4.2.1. The Seller has the power and authority to execute, deliver and carry out the terms and provisions of this Agreement and all necessary action has been taken to authorize the execution, delivery and performance by it of this Agreement. This Agreement will, upon execution and delivery thereof by the Seller, constitute valid, legal and binding obligations of the Seller enforceable against the Seller in accordance with the respective terms thereof.
- 4.2.2. Neither the execution or delivery by the Seller of this Agreement, the performance by the Seller of their obligations in connection with the transactions contemplated hereby, nor the fulfillment by the Seller of the terms or conditions hereof conflicts with, violates or results in a breach of any constitution, law or governmental regulation applicable to the Seller, or conflicts with, violates or result in a breach of any term or condition of any judgment or decree, or any agreement or instrument, to which the Seller are a party or by which the Seller or any of its properties or assets are bound, or constitutes a default there under.
- 4.2.3. No approval, authorization, order or consent of, or declaration, registration or filing with, any Governmental Authority is required for the valid execution and delivery of this Agreement by the Seller, except such as have been duly obtained or made.
- 4.2.4. There is no action, suit or proceeding, at law or in equity, or official investigation before or by any court or Governmental Authority, pending or threatened against the Seller, its principal(s), affiliate(s), or entities controlled by its principal(s), wherein an unfavorable decision, ruling or finding would materially adversely affect the performance by the Seller of their obligations hereunder or the performance by the Seller of its obligations under the transactions contemplated hereby, or which, in any way, questions or may adversely materially affect the validity or enforceability of this Agreement or any other agreement or instrument entered into by the Seller in connection with the transactions contemplated hereby.

5. GENERAL PROVISIONS

- 5.1. **Cooperation**: The Buyer and the Seller agree to cooperate with each other in order to achieve the purposes of this Agreement and, in connection therewith, to take such further actions and to execute such further documents as may reasonably be requested by the Seller, the Buyer, or their representatives, agents, and consultants.
- 5.2. **Entire Agreement; Amendments**. This Agreement embodies the entire agreement and understanding between the Parties hereto relating to the subject matter herein and supersedes all prior agreements and understandings between the Parties. This Agreement may not be changed, modified, waived, discharged or terminated orally, but only by an instrument in writing signed by each of the Parties hereto or by the Party against which enforcement is sought. Any change, modification or amendment, which requires the consent or approval of a Governmental Authority, shall be effective only upon receipt of such approval.
- 5.3. **Binding Effect; Successors and Assignors**. The terms and provisions of this Agreement and the respective rights and obligations of the Parties hereunder shall be binding upon, and inure to the benefit of, their respective heirs, successors, assigns, and nominees.
- 5.4. **Headings**. The headings to the sections and subsections of this Agreement have been inserted for convenience of reference only and shall not modify, define, limit or expand the express provisions of this Agreement.
- 5.5. **Exhibits**. All exhibits referred to in this Agreement are hereby incorporated by reference and expressly made a part hereof.
- 5.6. **Governing Law**. This Agreement shall in all respects be governed by, and construed and enforced in accordance with, the laws of the State of New Hampshire.
- 5.7. **Enforceability**. Any provision of this Agreement that is determined to be illegal or unenforceable by a court of competent jurisdiction, shall be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof; and the Parties agree to negotiate in good faith to amend the Agreement to provide for each party to the Agreement the same relative rights and obligations existing prior to such determination of illegality or unenforceability.
- 5.8. **Consent to Jurisdiction and Venue**. The Buyer and Seller submit to the jurisdiction of the courts of the State of New Hampshire and the courts from which an appeal from such trial venue may be taken or other relief

may be sought for purposes of any action or proceeding arising out of this Agreement or any related agreement. All legal actions taken by the Parties shall be commenced in Merrimack County New Hampshire Superior Court. Both Parties hereby waive their right to a jury trial.

- 5.9. **Independent Parties.** The Buyer and Seller are independent parties under this Agreement, and nothing in this Agreement shall be deemed or construed for any purpose to establish between any of them or among them a relationship of principal and agent, employment, partnership, joint venture, or any other relationship other than independent parties.
- 5.10. **Survival of Agreement.** The agreements, covenants, indemnities, representations and warranties contained herein shall survive the execution and delivery of this Agreement.
- 5.11. **Waivers.** Failure on the part of any Party to complain of any action or non-action on the part of the other Party, no matter how long the same may continue, shall not be deemed to be a waiver of any such Party's rights hereunder. No waiver at any time of any provision hereof by any Party shall be construed as a waiver of any other provision hereof or a waiver at any subsequent time of the same provision.
- 5.12. **No Rights Conferred Upon Others.** Except as expressly set out herein, nothing in this Agreement shall be construed as giving any individual, corporation, limited liability company, partnership, joint venture, association, joint stock company, trust, unincorporated organization or government, other than the Parties hereto, their successors and permitted assigns, any right, remedy or claim under or in respect of this Agreement or any provision hereof.
- 5.13. **Preservation of Rights.** Nothing herein or in any Related Agreement shall limit or be construed to limit in any way rights or remedies the City may have for the collection of real property taxes under law, unless expressly set forth herein.
- 5.14. **Time of the Essence.** The Parties agree that time is of the essence in performance of their respective obligations under this Agreement
- 5.15. **Good Faith and Fair Dealing.** Unless expressly stated otherwise in this Agreement, whenever a party's consent or approval is required under this Agreement, or whenever a party shall have the right to give an instruction or request another party to act or to refrain from acting under this Agreement, or whenever a party must act or perform before another party may act or perform under this Agreement, such consent, approval, or instruction, request, act or performance shall be reasonably made or

done, or shall not be unreasonably withheld, delayed, or conditioned, as the case may be.

- 5.16. **Municipal Approvals.** The execution of this Agreement does not preempt or supersede the review process or powers of any City or other governmental Board, Committee, Commission, or Department, or excuse the parties from the requirement to apply for and receive all necessary permits and approvals from all applicable City or other governmental Boards, Committees, Commissions, or Departments.
- 5.17. **Warranties and Representations:** The Buyer and Seller each acknowledge that they have not been influenced to enter into this transaction or relied upon any warranties or representations not specifically set forth or incorporated into this Agreement.
- 5.18. **Saving Clause:** In the event that any of the terms or provisions of this Agreement are declared invalid or unenforceable by any Court of competent jurisdiction or any Federal or State Government Agency having jurisdiction over the subject matter of this Agreement, the remaining terms and provisions that are not effected thereby shall remain in full force and effect.

LIST OF EXHIBITS

- Exhibit 1 Land in Concord NH Boston & Maine Corporation to Tsunis Holdings, Inc. prepared by Holden Engineering and Surveying, Inc. dated May 24, 1988, recorded at the Merrimack County Registry of Deeds as Plat #11145, as well as a sketch plan titled "Compilation of Concord Tax Maps Land of Tsunis Holdings, Inc." undated, prepared by Orr & Reno detailing approximate location of escheated rights parcels.

[The remainder of this page left blank intentionally]

Executed as a sealed instrument this _____ day of _____, 2013.

BUYER

CITY OF CONCORD

By: _____ Date: _____
Thomas J. Aspell, Jr., City Manager
Duly Authorized

**STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK**

In _____, on the _____ day of _____, 2013, before me, personally appeared **THOMAS J. ASPELL, JR.**, known to me or proved to be the person named in and who executed the foregoing instrument, and being first duly sworn, such person acknowledged that he executed said instrument for the purposes therein contained as his free and voluntary act and deed.

Justice of the Peace/Notary Public

SELLER

TSUNIS HOLDINGS INC.

By: _____ Date: _____

Duly Authorized

**STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK**

In _____, on the _____ day of _____, 2013, before me, personally appeared _____, known to me or proved to be the person named in and who executed the foregoing instrument, and being first duly sworn, such person acknowledged that he executed said instrument for the purposes therein contained as his free and voluntary act and deed.

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LOCATION MAP

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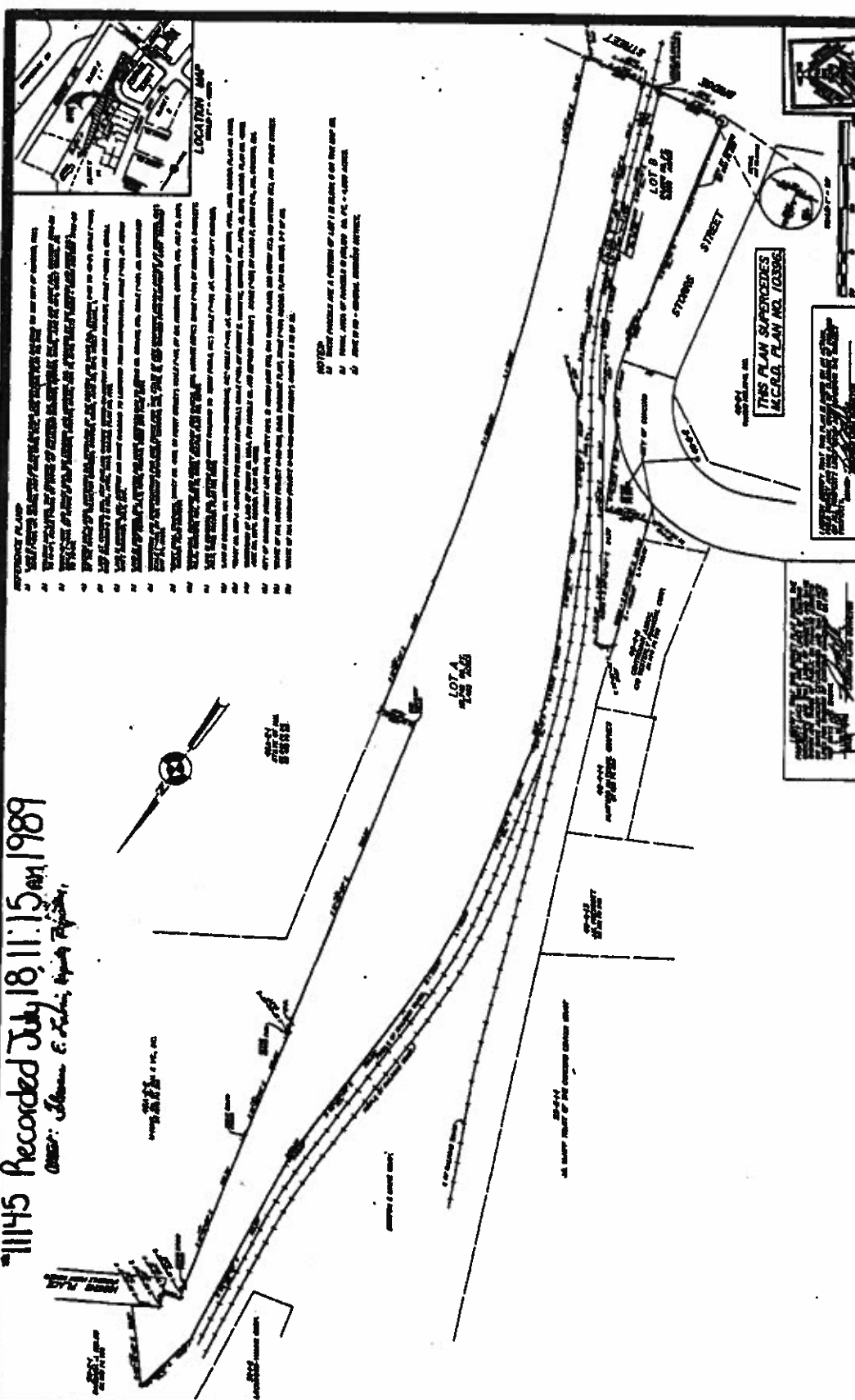
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1000 UNIVERSITY AVENUE

BERKELEY, CALIF. 94720

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- 60 THREE PROBLEMS ARE A PART OF LAP 1 IN BLOCK 8 ON THE MAP ON
- 61 HOME AREA OF PROBLEMS IS FOLLOWING ON P.C. + 4,000 ACRES.
- 62 JUST TO BE - GENERAL REMOVED OFFSHORE.



HOLDEN Engineering & Surveying

BOSTON & MAINE CORPORATION
TO TSUMS HOLDING, INC.

ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED

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**2 MAINE CORPORATION
SUNSHINE HOLDING, INC.**

**BOSTON
TO 75**

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HOLDEN
Engineering &
Surveying

62-55357-4

Approx. Location
(School - Endowed as
stated in Vol. 15
of School Records
1911-12)

Templeton (Cashmere
School)

"Hotel Farm"
Lot 3 (A+B), B.L.S. Map 46
("Land")

STICKNEY
AVE.

BRIDGES HIGHWAY
ROUTE 93

N.H. STATE OF.

4122
4122-A

alpha #2

BLK #2

7-22-80
4136
4135
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4136

ESTATE COMPANY
HIGGINS PLACE

N.H. STATE
(EX 10)

MAIN ST.

NO. MAIN ST.

BLK. 1
HOLDING

BLK. 4

BLK. 5

BLK. 6

BLK. 7

BLK. 8

S. CONANT

B.M. R.R.

B.M. R.R.

CITY OF CONCORD

In the two thousand and fourteenth year of our Lord

RESOLUTION: MODIFYING THE ELDERLY EXEMPTION CRITERIA FOR THE CITY OF CONCORD PURSUANT TO THE PROVISIONS OF RSA 72:27-a.

The City of Concord resolves as follows:

WHEREAS, the legislature has established in RSA 72:39-a conditions for the Elderly Exemption and in RSA 72:39-b a procedure for adoption and modification of the Elderly Exemption by affirmative vote of the City Council per RSA 72:27-a.; and

WHEREAS, recognizing that numerous economic forces impact individual income by varying amounts and that without periodic modification of the Elderly Exemption income criteria economic forces may result in an unintended added tax burden for those recipients and the property owners who would no longer qualify for the Elderly Exemption; and

WHEREAS, recognizing that individual property assessment increases or decreases will vary among properties, and that there is no ability or intention on the part of the City Council to hold each and every eligible qualified participant in the exemption program harmless from the effects of changes in incomes and assessed values, it is however the desire of the City Council to modify the Elderly Exemption criteria such that it provides an increase of the previously approved income limits; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

- 1.) City of Concord City Council hereby adopts the provisions of RSA 72:39-a.
- 2.) The property owner must have a net income from all sources of not more than \$33,400 if single and \$45,800 if married.
- 3.) All other eligibility criteria previously approved by the City of Concord for the elderly exemption shall remain unchanged.
- 4.) This resolution shall take effect on April 1, 2014.



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Kathryn H. Temchack, Director of Real Estate Assessments

DATE: February 12, 2014

SUBJECT: Report of the Tax Exemption Committee on revisions to the Existing Elderly and Blind Exemptions & Veteran Credits

Recommendation

Accept this report adopting the Tax Exemption Policy Committee's recommendation to amend the income criteria for the elderly exemptions for the 2014 tax year, and not amend the current elderly asset criteria, exemption amounts, current veteran credit amounts, and the blind exemption.

Background

The Tax Exemption Policy Committee met on Monday, February 10, 2014 and reviewed information submitted to them from the Director of Real Estate Assessments regarding the existing exemption and credit amounts for the elderly and blind exemptions, the veteran credits, and the income and asset thresholds for the elderly exemptions. A spreadsheet depicting the same information regarding the elderly, blind and veteran credits that other communities have adopted was provided for comparisons.

Social security payments were increased in 2013 by 1.7% for cost of living adjustments. The committee members discussed the importance of increasing the income thresholds to account for the increase in social security payments. The committee voted to recommend changing the existing income criteria for the elderly exemption from \$32,800 to \$33,400 for single applicants, and from \$45,000 to \$45,800 for married applicants. No changes were recommended to the asset amount or the exemption amounts.

No adjustments are recommended for the blind exemption or the veteran credits.

The current exemption and credit criteria and reductions are explained and outlined below:

Exemptions:

Exemptions are deductions from assessed values prior to calculating property taxes. For example if the final assessment is \$275,000 and a property owner is eligible for the \$118,420 elderly exemption the tax bill would be calculated as follows:

\$275,000

- \$118,420

\$156,580 / \$1,000 = 156.58 X \$25.58 tax rate = \$4,005.32 tax bill

Elderly: Presently, the asset level for both categories is \$90,000 (not including the value of the person's residence). The exemption amounts are: Age 65-74/\$72,818; Age 75-79/\$118,420 and Age 80 and older/\$202,124.

Blind: No change. Presently, the blind exemption is \$120,234.

Credits:

Credits are deducted from the calculated tax bill. In the example shown earlier if the property owner is eligible for the veteran's tax credit of \$150.00 the final tax bill would be:

\$4,005.32 Tax bill after exemption

-\$ 150.00 Veteran tax credit

\$3,855.32 Final tax bill

Veteran's Tax Credit: No change. Presently the veteran's tax credit is \$150.00.

Totally & Permanently Disabled Veteran Credit: No change. Presently, the tax credit is \$2,000.00; the maximum allowed by law.

Widow of Veteran Killed During Active Duty: No change. Presently, the tax credit is \$2,000.00; the maximum allowed by law.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

AN ORDINANCE amending the CODE OF ORDINANCES; Title II, Traffic Code; Chapter 17, Vehicles and Traffic; Article 17-4, Operation of Motor Vehicles; Section 17-4-1, Stop Required Before Entering a Through Street; Schedule V, Stop Intersections; and Schedule Va, Four-Way Stop Intersections.

The City of Concord ordains as follows:

SECTION I: Amend the CODE OF ORDINANCES, Title II, Traffic Code; Chapter 17, Vehicles and Traffic; Article 17-4, Operation of Motor Vehicles; Section 17-4-1, Stop Required Before Entering a Through Street; Section 17-4-1 (a); Schedule V, Stop Intersections; by deleting the following:

Street	Intersecting Street	Stop When Traveling
Chenell Drive	Regional Drive	North
Chenell Drive	Regional Drive	South

SECTION II: Amend the CODE OF ORDINANCES, Title II, Traffic Code; Chapter 17, Vehicles and Traffic; Article 17-4, Operation of Motor Vehicles; Section 17-4-1, Stop Required Before Entering a Through Street; Section 17-4-1 (a); Schedule Va, Four-Way Stop Intersections; by adding the following:

Street	Intersecting Street	Stop When Traveling
Regional Drive	Chenell Drive	Both

SECTION III: This ordinance shall take effect upon its passage.



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Robert J. Mack, PE, PTOE, Traffic Engineer

DATE: February 12, 2014

SUBJECT: Supplemental Report from the Traffic Engineer in response to a referral from City Council to investigate traffic operation at the intersection of Regional Drive and Chenell Drive.

Recommendation

Accept this supplemental report providing additional information regarding the potential use of multi-way stop sign control at the subject intersection.

Background

On February 10, 2014, City Council considered a January 24, 2014 report from the Traffic Operations Committee that provided an engineering study of safety and traffic operation at the subject intersection. The report included, in part, a brief discussion of potential traffic control conversion from the intersection's current two-way stop control to a multi-way stop condition, with finding that such a conversion would not be appropriate at this location. Council did not act on the report and rather set a public hearing for March 10, 2014 to further consider a multi-way stop control option. This supplemental report provides additional information regarding potential use of multi-way stop control at this location.

Discussion

Staff's January 24, 2014 report notes that during the critical afternoon commuter peak hour, the currently non-stopping traffic approaching from both directions on Regional Drive (nearly 900 vehicles per hour or vph) operates at very good traffic level of service and very low delay. The Chenell Drive southbound approach (about 155 vph) operates with moderate delay averaging less than 30 seconds per vehicle. The Chenell Drive northbound approach, however, operates with computed long delays and at poor levels of service (average delays in excess of two minutes and 95th percentile queues nearing nine vehicles). Long delays are associated with the northbound left/through movement (about 115 vph); the wide approach width allows northbound right-turns (about 60 vph) to bypass queued left turns with low delays averaging about 10 seconds.

Adding stop signs to both Regional Drive approaches (the multi-way stop option) would certainly act to provide increased opportunity for Chenell Drive traffic movements, substantially reducing current peak-period delays and queuing for left-turn and crossing movements. However, because of the unique traffic characteristics at this intersection,

potential conversion to multi-way stop would have some undesirable effects for the primary traffic flows along Regional Drive:

- Traffic approaching along Regional Drive, the predominant intersection movement, would become constrained to stop-and-go operation. Under current traffic levels, both Regional Drive approaches would operate near capacity and with very long delays. 95th percentile traffic queues on each approach are computed to be between 10 and 12 vehicles (about 250 to 300 feet) with peak-hour delays averaging between 40 to 50 seconds per vehicle. This compares with the otherwise negligible delays experienced by through traffic under the current free-flow condition.
- As noted at the public hearing for the Loudon Road Corridor Improvements Project, Regional Drive currently has ample capacity for future traffic increase, a design feature of particular value in terms of providing an attractive alternative to Loudon Road. The introduction of stop-sign operation, however, will reduce Regional Drive movements to a near-capacity operation at this location during current traffic peaks. Additional traffic growth along the corridor during peak times becomes limited and with increasingly significant delays.
- During off-peak times, the Chenell Drive approaches to the intersection have lighter traffic flows. Regional Drive motorists, not seeing any cross-street traffic, may develop a disregard for the stop condition and/or the sign intended to regulate it. This is one of the primary reasons that Federal guidelines for stop signs stipulate minimum traffic volume thresholds for implementing multi-way stop control.
- As noted in the January 24, 2014 report, current intersection traffic volumes continue to fall below the minimum Federal thresholds for consideration of multi-way stop control. In addition, such control would be inappropriate on a major collector street such as Regional Drive per the city's Stop Sign Policy adopted in August 2011.

For the above reasons, and with consideration of potential future increases in side-street delays along Chenell Drive, staff's January 24, 2014 recommendation is to retain the current two-way stop control at the intersection and plan for a future intersection upgrade under CIP 541 (signals and turning lanes, or a roundabout). This would maximize corridor capacity while safely and efficiently processing increased intersection crossing movements. While it was noted that Federal traffic thresholds for consideration of signals have yet to be met, reconfiguration of the intersection as a roundabout can occur at any time.

RJM/rjm

cc: Traffic Operations Committee



CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Robert J. Mack, PE, PTOE, Traffic Engineer

DATE: January 24, 2014

SUBJECT: Report from the Traffic Operations Committee in response to a referral from City Council to investigate traffic operation at the intersection of Regional Drive and Chenell Drive.

Recommendation

Accept this report.

Background

On July 17, 2013, City Council referred to the Traffic Operations Committee (TOC) a request by the Deputy City Manager-Development to examine the performance of the Regional/Chenell intersection. The request is based on recent concerns by several nearby business owners regarding intersection safety, particularly with regard to truck traffic in the corridor. Pursuant to this request, Engineering Services performed a comprehensive engineering study of intersection traffic operations with findings reported herein. This referral and report were reviewed by the Traffic Operations Committee on January 21, 2014 and by the Transportation Policy Advisory Committee (TPAC) on January 23, 2014, with both committees concurring on findings as reported.

TOC has reviewed traffic operations and safety at this intersection on several occasions since the opening of Regional Drive in November 2004. The primary concern reported to staff by employees of businesses in the intersection vicinity has been long traffic delays during peak traffic periods for vehicles approaching the intersection from the southern leg of Chenell Drive (the cul-de-sac end) and attempting to turn onto or cross heavy traffic flows along Regional Drive. A TOC study in September 2007 found that traffic conditions did not meet minimum warrants for signalization or multi-way STOP control. TOC again reviewed intersection operations in November 2010 pursuant to additional public concerns on difficult peak-period egress from the south leg of Chenell Drive. Increasingly-restrictive sight lines were found due to private landscaping vegetation and the property owner cooperated with General Services in facilitating low-branch trimming. In FY2012, CIP 541 was initiated to include implementation of future intersection improvements to better facilitate turning traffic and reduce side-street delays. CIP 541 is currently programmed for design and construction in FY20-21.

Discussion

Regional Drive is classified as a Major Collector street and provides for east-west traffic movement through the commercial/industrial area of the Heights generally between I-93 Exit 13 to the west and NH Route 106 to the east. It is marked with two 12-foot travel lanes and wide shoulders for a total paved width of about 38 feet. The posted speed is 30 mph. Chenell Drive is a north-south local street providing access to local businesses to the south as well as a connection to Pembroke Road to the north. North of the intersection, Chenell Drive is about 34 ft wide and provides one travel lane in each direction. The southerly leg of Chenell Drive is about 42 ft wide and provides one very wide travel lane in each direction; the 21 ft width approaching the intersection northbound is sufficiently wide so that traffic tends to operate in two informal 'lanes' (albeit unmarked), one to freely turn right and one for left/through traffic movement. Regional Drive is the non-stopping through street and both Chenell Drive approaches are controlled by STOP signs. Pavement condition at the intersection is very good. Sidewalk is located along the northerly side of Regional Drive with a crosswalk located on the north leg of Chenell Drive. Street lighting is located on the southwest corner.

Staff conducted traffic volume and speed counts at the intersection location for a 48-hour weekday period in September, 2013. Regional Drive has about 9,800 vehicles per day (vpd) west of the intersection and about 8,050 vpd to the east. Chenell Drive has about 2,100 vpd and 1,650 vpd to the north and south of the intersection, respectively. Recorded traffic speeds along Regional Drive east and west of the intersection indicated average speeds ranging from 29 to 35 mph and 85th percentile speeds ranging from 37 to 38 mph. The posted speed limit on Regional Drive is 30 mph.

Intersection traffic peaks during the 4:00 to 5:00 PM afternoon commuter peak period when peak hourly flows along Regional Drive also coincide with peak flows exiting local businesses on Chenell Drive. Supplemental traffic counts conducted by staff in November 2013 indicate about 1,150 vehicles per hour using the intersection at this time. About 56 percent of this peak flow represents through traffic along Regional Drive, with the remaining 44 percent turning to/from Chenell Drive; this is indicative of a high percentage of cross-street traffic. A substantial volume of truck traffic also utilizes Regional Drive to access the many industrial/commercial uses in the area. During the PM peak hour, about 27 large trucks were counted traveling through the intersection along Regional Drive; only a handful of trucks were observed coming out of Chenell Drive (south) at this time. Higher volumes of truck typically occur during off-peak hours when overall traffic flows are substantially less.

Concord Police Department crash reports for the five-year period from January 2009 to December 2013 indicate 10 reported crashes, or an average of about two crashes per year. 90 percent of the crashes occurred during dry roadway conditions and 80 percent occurred during daytime. The predominant crash-type is Chenell Drive traffic failing to yield to Regional Drive traffic resulting in a right-angle crash; crashes are evenly split between the northbound and southbound Chenell Drive approaches. As an intersection crash rate of five or more per year typically justifies further engineering investigation, the current rate of about two per year is not indicative of significant crash history.

Staff observed traffic operations at the intersection on a number of occasions. Overall intersection operation appears reasonable, particularly for traffic traveling along regional Drive. Adequate shoulder space allows through traffic to bypass vehicles momentarily slowing or stopping to turn left onto Chenell Drive. Traffic movements from the Chenell

Drive approaches operate reasonably and with low delays for most hours, although delays can become long during the lunchtime and afternoon commuter peaks when increased left turns and crossing movements from Chenell Drive need to wait for limited gaps in heavier through flows along Regional Drive. The most profound delays appear to be the Chenell Drive northbound left/through movement, which during peak times is the heaviest side-street crossing movement at the intersection, generally concurrent with employee release times at local businesses south of the intersection. Queues of up to six vehicles waiting at the stop sign were observed on a number of occasions, although all vehicles were able to clear the intersection in the course of a few minutes. Although some risk-taking by several drivers was observed, most drivers turning out of Chenell Drive were observed to turn appropriately.

Operational analysis of afternoon peak-hour traffic conditions using Synchro traffic analysis software provides computational results consistent with staff observations. Good traffic level of service and low delays are computed for all movements approaching the intersection along Regional Drive. The Chenell Drive southbound approach operates with moderate delay averaging less than 30 seconds per vehicle. The Chenell Drive northbound approach, however, operates with computed long delays and at poor levels of service (average delays in excess of two minutes and 95th percentile queues nearing nine vehicles). Long delays are associated with the northbound left/through movement; the wide approach width allows right-turns to bypass queued left turns with low delays averaging about 10 seconds.

Current intersection traffic volumes continue to fall below the minimum thresholds for consideration of traffic signalization, a finding similarly reported by TOC in 2007. Current volumes are also below thresholds for multi-way stop control, although such control would be inappropriate (per city policy) on a major collector such as Regional Drive.

Traffic growth along the Regional Drive corridor has increased substantially over the years and is a testament to the success of the Regional Drive project. Since some further corridor growth is anticipated, delays for turns from Chenell Drive may get progressively longer during peaks without more advanced intersection traffic control. One option is to widen the intersection for turn lanes and install traffic signals when and if traffic levels increase to minimum threshold values for signalization. Another option would be construction of a roundabout; this would provide the least delay to vehicles, would not need to be predicated by established traffic-volume thresholds, and can reduce the need for turn-lane construction. Of the two options, both TOC and TPAC concurred that a roundabout would be more appropriate.

Although current intersection operation appears safe, growing side-street traffic delays are a consideration. Staff concurs with the need to consider a future upgrade to the intersection and supports CIP 541 which would implement such improvements. Staff notes, however, that both TOC and TPAC have in the past recommended CIP 541 as a 'medium priority' intersection improvement, with 'higher priorities' recommended for needed safety projects such as CIP 24 (Exit 16/Mountain Road roundabout) and CIP 31 (McKee Square improvements). CIP 541 is currently programmed in FY 2020-21 and reflects the realities of fiscal constraint as well as prioritization based on safety needs and public benefit. Staff will continue to monitor traffic operations at this intersection.

RJM/rjm

cc: Traffic Operations Committee

Bonenfant, Janice

From: Dick Lemieux <concordward4@gmail.com>
Sent: Thursday, February 27, 2014 6:49 PM
To: Bonenfant, Janice
Cc: Mack, Robert
Subject: Comments on Regional Drive/Chenell Drive Intersection

Greetings Janice,

Would you please pass this along to the Council?

Thanks much....

Dick

#####

Hon. Mayor and Concord City Councilors:

I am unable to attend the March Concord City Council meeting but I wanted to send you my thoughts on the intersection of Chenell Drive and Regional Drive. The comments below have not been discussed at a TPAC meeting. They are mine alone.

I worked on the southerly leg of Chenell Drive for a few years, so I am able to speak from some personal experience. Yes, it can indeed be difficult to turn from Chenell Drive onto or across Regional Drive.

However, I believe a 4-way stop at the subject intersection would be a mistake. It would solve a 1-hour-a-day problem on the minor leg by introducing a new 24-hour-a-day problem on the two major legs of the intersection. It's not a good trade-off.

According to Rob Mack's Feb. 12 Supplemental Report, about 115 vehicles travel northbound on Chenell Drive (the problematic approach) during the peak period (1 to 1-1/2 hours). Putting stop signs on both legs of Regional Drive would no doubt make the lives of the drivers on northbound Chenell much easier.

But stop signs don't function for just one or two hours a day. The new stop signs on Regional Drive would require those vehicles to stop all day long, which means vehicles on Regional Drive would be stopping 24 hours per day and *unnecessarily stopping* for 22-23 hours per day.

The average daily traffic on Regional Drive is about 9,000 vehicles per day (in both directions). Making 9,000 vehicles per day stop unnecessarily, contributes to unnecessary fuel consumption and avoidable air pollution. It also causes unnecessary delay and frustration for drivers, most of whom would perceive no apparent reason for stopping.

The new stop signs, like all unnecessary stop signs, would tend to breed contempt for them and would probably result in a high occurrence of stop sign running. Anyone who has doubt about that just needs to spend a few minutes observing traffic at the intersection of Liberty and Valley Streets, near White Park.

In short, forcing 9,000 vehicles per day to stop for the convenience of 115 vehicles per day, is not a good idea.

Approving a 4-way stop at the subject intersection would also set a precedent, as there are scores of other intersections in Concord with major and minor legs where drivers turning from the minor legs have to wait for a gap on the major legs.

In consideration of the above, I recommend Council accept the report from Engineering and leave the intersection as it is until warrants are met for something else.

Thank you for considering my comments.

Respectfully,
Dick Lemieux

--

Dick Lemieux, P. E., Retired

Chair, Transportation Policy Advisory Committee (TPAC)
President, Friends of the Merrimack River Greenway Trail (MRGT.ORG)
Former Concord City Councilor, Ward 4
Concord is New Hampshire's first Complete Streets Community
Concord is New Hampshire's first Bicycle Friendly Community

Resolution No.

CITY OF CONCORD

In year of our Lord two thousand thirteen

11-40 5-58 3-39
12-37 6-53 1-16
1-42 7-40
2-56 8-65 2-33(I)
3-45 9-37 2-42
10-35 4-39

RESOLUTION Amendment of the Official Map so as to establish the Mapped Lines of a Future Street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue.

The City of Concord resolves as follows:

WHEREAS, pursuant to enabling statutes, the City has established an Official Map as well as adopted an ordinance creating a process for mapping the lines of future streets; and

WHEREAS, mapping the lines of future streets reserves a corridor for a street to be constructed at a future time by restricting the issuance of building permits for buildings or structures within the mapped lines of future streets; and

WHEREAS, the adopted Master Plan 2030 recommends the creation of a roadway network to serve the southern Opportunity Corridor. The Opportunity Corridor Study and the 2030 Master Plan includes an extension of Storrs Street from the Intersection of Theatre Street and Storrs Street southerly under the Manchester Street Bridge to Gas Street, and then southerly to Langdon Avenue; and

WHEREAS, the City of Concord contributed over 1 million dollars in 1997-8 to the I-93 Exit 13 NH Department of Transportation improvement project to widen the Manchester Street Bridge to accommodate this planned roadway; and

WHEREAS, the Planning Board held a public hearing on December 19, 2012, after notifying the affected property owners on the planned new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue and accepted testimony, and

WHEREAS, the future street is intended to be constructed as an urban street to support the redevelopment of the southern Opportunity Corridor.

WHEREAS, the Planning Board voted unanimously to forward a request to the City Council that the Board be authorized pursuant to Section 16-3-6, Mapping of Future Streets, of the Code of Ordinances, to prepare and certify a plan of the mapped lines of a future street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue.

CITY OF CONCORD

In year of our Lord two thousand thirteen

RESOLUTION Relative to the Establishment of the Mapped Lines of a Future Street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue.

Page 2

NOW, THEREFORE, BE IT RESOLVED by the City Council of Concord that:

- 1.) The Planning Board be, and hereby is authorized to prepare and certify a plan of the mapped lines of a future street for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue.
- 2.) This resolution shall take effect upon its passage.



CITY OF CONCORD

120

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Stephen Henninger, Assistant City Planner

DATE: December 20, 2012

SUBJECT: Amendment to Mapped Lines of Future Streets – Storrs Street South

Recommendation

The Planning Board, after holding a public hearing on December 19, 2012, voted unanimously to forward the proposed revision of mapped lines of future streets to the City Council. The Board is requesting that the City Council direct the Planning Board to certify the mapped line of a future street pursuant to Article 16-3-6 Mapping of Future Streets, of the Code of Ordinances, and RSA 674:11, Amendments to Official Map, for a new street from the intersection of Storrs and Theatre Streets southerly to Langdon Avenue.

Prior to directing the Planning Board to certify the mapped street, the City Council will need to hold its own public hearing, send notice of the hearing by certified mail "to all owners over whose lands the proposed streets will cross," and publish the hearing notice in the newspaper.

Please see the attached map showing the location of the proposed 50' wide mapped line of future streets extending from the intersection of Theatre Street and Storrs Street, southerly adjacent to the NH main line railroad line, underneath the Water Street Bridge to Gas Street, then southerly from Gas Street to Langdon Avenue.

Background

This new road extending through the old Boston and Maine railroad yards southerly to the South Concord Industrial park has been planned for many decades. The yards and the South Concord Industrial park have languished as an underused and deteriorating brownfields site since prior to the 1960's.

The area has been begun a turnaround and several new developments have been completed including a new maintenance facility and headquarters for Concord Coach (an inter-city

bus company), Evolution Rock (a fitness center and climbing gym), and renovations to the J & S Leasing property.

The construction of Concord Steam Power Plant and cogeneration facility southerly of Langdon Avenue is planned for construction in 2013.

The City facilitated the extension of this new road in 1998-9 by increasing the length of the Water Street Bridge as part of the I-93 Exit 13 reconstruction project to allow for one bay under the bridge for the NH Main Line Railroad and one-bay for the Storrs Street extension at a cost of 1.3 million dollars.

The City has acquired the rights to develop Langdon Avenue as a public street from South Main Street to the NH Main Line Railroad (B & M Rail Line). A small amount of additional right-of-way in front of the Concord Coach facility still needs to be secured. A recent condominium subdivision of the J& S Property has preserved a corridor for the future road north from Langdon Avenue.

Master Plan

The Planning Board in 1993, as part of the Year 2010 Master Plan Update, adopted a Future Transportation Plan showing the southerly extension of Storrs Street from Theatre Street (Chandler Street) to the vicinity of Allison Street and South Main Street.

In the "The South Concord Redevelopment Area Study – A Small Area Master Plan" adopted by the Planning Board in 1997, the current alignment shown on the attached plan was developed.

The Concord Opportunity Corridor Master Plan prepared in April of 2005 reaffirmed the location and alignment of the southerly extension of Storrs Street and the recommendations of the South Concord Redevelopment Area Study.

In the current Master Plan 2030, the Planning Board reaffirmed the location and purpose of the southerly extension of Storrs Street to facilitate the redevelopment within the southern segment of the Opportunity Corridor.

Analysis

The proposed new mapped street has been referred for decades as the southerly extension of Storrs Street. Based on E-911 mapping and addressing conventions, when this street is developed a new street name will need to be selected. In this report we will continue to identify this proposed street as the southerly extension of Storrs Street.

The southern extension of Storrs Street has a well-defined beginning, middle and end. The starting point at the intersection of Storrs Street and Theatre Street is anchored at an existing four way intersection, falls between two large industrial scale buildings, and is the

ideal location from a grade standpoint to connect back to Storrs Street. The Merrimack River bluffs along South Main Street are on average about 26' above the grade of the plain below the bluff. Langdon Avenue is located at a low point in the bluffs and has 5-6% slopes on both approaches on South Main Street and on Langdon Avenue. Other connecting points between the two locations would require significant grade changes and impacts to existing buildings. Full access at Gas Street will be a design consideration given the available right-of-way for Gas Street, grade of Gas Street at South Main Street, and site distance at the South Main Street/Gas Street intersection. The underpass designed specifically for the future road under the Water Street Bridge is the only feasible location for the street between South Main Street and the NH Main Line Railroad. This section of the NH Main Line Railroad has been designated as one of five high speed rail corridors in the country with service proposed from Boston to Montreal. New at-grade rail crossings of this line are unlikely to be approved.

The corridor could be completed in two independent phases, one section from Theatre Street to Gas Street, and the second section from Gas Street to Langdon Avenue. Improvements to Langdon Avenue and the intersection of Langdon Avenue and South Main Street will be needed to support redevelopment in the southern section.

The following properties would be affected by the proposed mapped line of future streets.

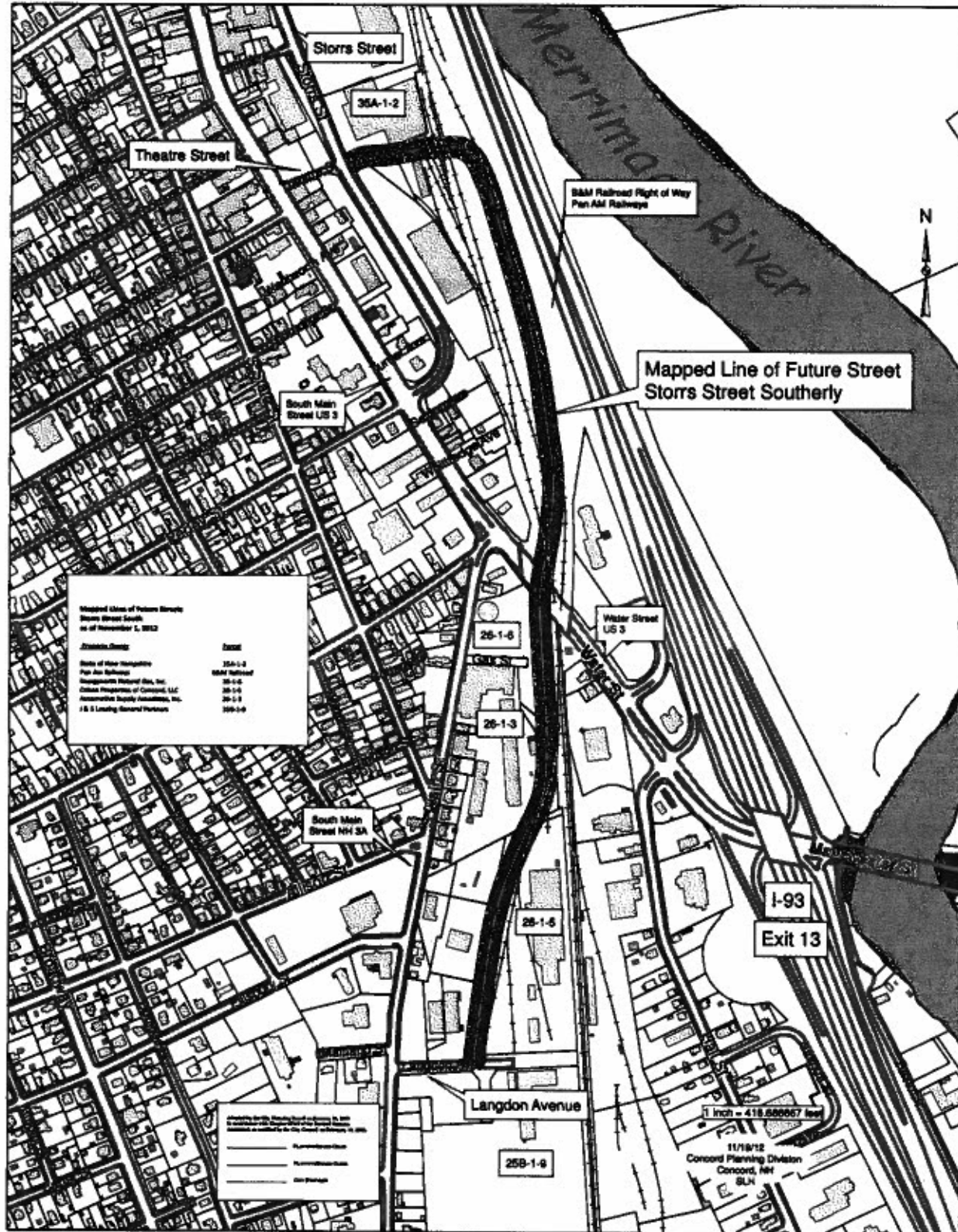
<u>Property Owner</u>	<u>Map/Lot Number</u>	<u>Address</u>
State of New Hampshire	35A-1-2	50 Storrs Street
Pan Am Railroad	B & M Railroad	Storrs Street
Energynorth North Natural Gas, Inc.	26-1-6	Gas Street
Cohen Properties of Concord, LLC	26-1-5	Gas Street
Automotive Supply Associates, Inc.	26-1-3	219-231- S. Main St
J & S Leasing General Partners	25B-1-19	287 South Main St.

There are no environmentally sensitive areas along the corridor.

For the extension of Storrs Street to be completed south of Gas Street a complete take would be required for parcel 26-1-5 owned by Cohen Properties of Concord, LLC. This 0.65 acre parcel has a total assessed value of \$87,600. No other building or structure is impacted.

The corridor is located in a Brownfield area; however recent development in this area has proceeded without major expenditures for the cleanup of either soil or ground water contamination. The Energynorth parcel (26-1-6) at Gas Street was the site of a coal-gasification plant and the source of coal tar contamination in the area. Liberty Gas, the successor to Energynorth, would be are responsible for any Brownfield remediation associated with this contamination which may be required due to construction of the new street.

Storrs Street Southern Extension Mapped Line of Future Street



CITY OF CONCORD

11-41 8-14
12-38 9-26 (c)
1-43 9-29
2-57 10-36
3-46

In the year of our Lord two thousand and thirteen

AN ORDINANCE amending the CODE OF ORDINANCES, Title III, Building and Housing Codes; Chapter 27, Housing Maintenance and Occupancy Code; Article 27-1, Housing Maintenance and Occupancy Code, Section 27-1-5, Amendments to the International Property Maintenance Code/2009.

The City of Concord ordains as follows:

SECTION I: Amend the CODE OF ORDINANCES, Title III, Building and Housing Codes; Chapter 27, Housing Maintenance and Occupancy Code; Article 27-1, Housing Maintenance and Occupancy Code, by amending Section 27-1-5, Amendments to the International Property Maintenance Code/2009, as follows:

Section 101 – General

Add new section 101.3.1 Licensed Trades as follows:

101.3.1 Licensed Trades: To further ensure the public health, safety and welfare, any new installations or major repairs in residential rental property to plumbing, mechanical or electrical work must be performed by State of NH licensed tradesperson who shall obtain the necessary permits for such work. The Code Official may require licensed tradesperson to correct non-compliances to plumbing, mechanical or electrical work performed by the property owner or his or her agent.

Section 102- Applicability

102.3 Application of other codes: Delete this section in its entirety and replace with the following:

102.3 Application of other codes. Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the most recently adopted versions of the following codes: International Building Code, International Fuel Gas Code, International Mechanical Code, International Plumbing Code, NFPA 70, International Existing Building Code, NFPA 101 Life Safety Code, International Building Code, International Fuel Gas Code, International Mechanical and NFPA 70.

Nothing in this code shall be construed to cancel, modify or set aside any provision of the Municipal Code of Ordinances, Chapter 28.

Section 104- Duties and Powers of the Code Official

Add new section "104.3.1 Access by owner/operator/agent" as follows:

104.3.1 Access by owner/operator/agent: Every occupant of a structure or premises shall give the owner or operator thereof, or agent or employee, access to any part of such structure or its premises at reasonable times for the purpose of making such inspection, maintenance, repairs or alterations as are necessary to comply with the provisions of this code.

Section 202 – General Definitions

Under Section 202, General Definitions, add the following definitions:

Cooking Appliance: A stove containing an oven and cooking surface, or a stove top cooking surface and wall oven.

Weed(s): All grasses, annual plants and vegetation other than trees or shrubs or cultivated flowers and gardens.

Under Section 202, General Definitions, amend paragraph 7 of the definition of "Public Nuisance" as follows:

7. Any premises that is unsanitary, or that is littered with rubbish or garbage ~~or that has an uncontrolled growth of weeds;~~ or

Under Section 202, General Definitions, amend the definition of "Rooming House" as follows:

Rooming House: A detached dwelling unit containing sleeping accommodations for ~~individuals other than~~ **more than three (3) unrelated individuals** ~~other than members of the resident family and~~ having common kitchen and dining facilities.

Section 302 – Exterior Property Areas

302.4 Weeds: Delete this section in its entirety and replace with the following:

302.4 Weeds. Weeds on all exterior premises shall be maintained at a height that does not obstruct sight distance when entering or exiting a roadway or has the potential to create a fire hazard or public nuisance.

Section 307 – Handrails and Guardrails

307.1 General: Delete this section in its entirety and replace with the following:

307.1 General. Every exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp, or other walking surface which is more than 30 inches above the floor or grade below shall have guards. Handrails shall not be less than 30 inches high or more than 42 inches high measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. Guards shall not be less than 30 inches high above the floor of the landing, balcony, porch, deck of ramp or other walking surface.

Exception: Guards shall not be required where exempted by the more recently adopted building code.

Section 405 – Dwelling Units

405.1 Dwelling Unit: Amend paragraph 1 as follows:

1. The unit shall be provided with a kitchen sink, cooking appliance (a microwave is not considered a cooking appliance per section 403.3) ***with all components in safe, clean working condition***, and a clear working space of not less than 30 inches. Light and ventilation conforming to this code shall be provided.

Add the following as a new section:

Section 406 – Rooming Houses

406.1 A person shall not operate a rooming house, hotel or motel unless that person holds a valid rooming house permit per Article 27-1-3 of the City of Concord Code of Ordinances.

406.2 A detached dwelling housing three (3) or more unrelated individuals other than members of the resident family is classified as a rooming house and is subject to an annual inspection.

Section 503 – Toilet Rooms

503.3 Floor surface: Amend this section as follows:

503.3 Floor surface. In ~~other than~~ dwelling units, every toilet room floor shall be maintained to be a smooth, hard, non-absorbent surface to permit such flooring to be easily kept in a clean and sanitary condition.

Section 605 – Electrical Equipment

Add new sections "605.4, 605.5, 605.6, 605.7 and 605.8" as follows:

605.4 Branch circuits in buildings with more than one occupancy. Branch circuits in each dwelling unit shall supply only loads within that dwelling.

605.5 Common area branch circuits with more than one occupancy. Branch circuits installed for the purpose of lighting, central alarm, signal, communications, or other purposes for public or common areas of a two-family dwelling, a multi-family dwelling, or a multi-occupancy building shall not be supplied from equipment that supplies an individual dwelling unit or tenant space.

605.6 Identification. Each circuit in an electrical panel is required to be identified as to what area of the building that circuit supplies power.

605.7 Occupancy. Each occupant shall have ready access to all overcurrent devices protecting the conductors supplying that occupancy.

Exception: Where electrical service and electrical maintenance are provided by the building management and where these are under continuous building management supervision, the service overcurrent devices and feeder overcurrent devices supplying more than one occupancy shall be permitted to be accessible only to authorized management personnel in multiple-occupancy building and guest rooms/guest suites.

605.8 Unused openings. Unused openings for circuit breakers and switches shall be closed using identified closures or other approved means that provide protection substantially equivalent to the wall of the enclosure.

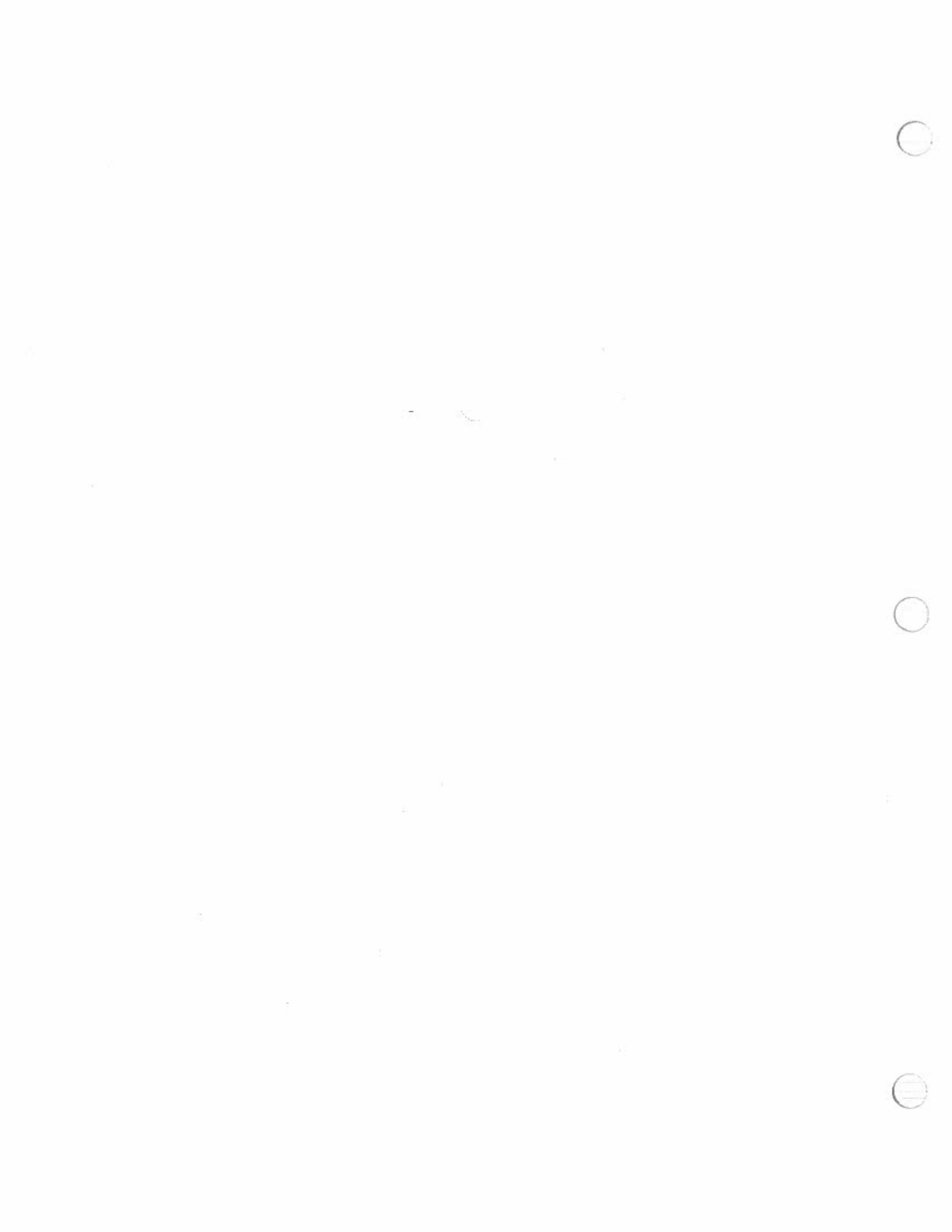
Section 702 – Fire Protection Systems

704.2 Smoke alarms: Amend this section as follows:

704.2 Smoke alarms. ~~The minimum standard pursuant to the City Housing Code, Article 27 of the Municipal code of Ordinances and a July 1, 1999 amendment to the State of NH Smoke Detector Law Rules (RSA 153:10-a) requires that~~ Existing battery powered smoke detectors located within single family rental housing and multi-family (two or more dwelling units) housing, must be replaced with a hard wired*, electrically powered battery back-up smoke detectors, which incorporate a "false alarm silencing" feature. The electrically powered smoke detector(s) must be installed by a New Hampshire licensed master electrician. An electrical permit must be obtained prior to installation. This code standard applied to the installation of smoke detection where none were previously provided ~~but or~~ **additional units** are required.

****Remote Smoke Detectors. In existing buildings, wireless remote, battery-back up smoke detectors may be installed. Installation must be performed by a State of NH licensed electrician.***

SECTION II: This ordinance shall take effect upon its passage.





CITY OF CONCORD

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Michael Santa, CBO, Code Administrator

DATE: July 16, 2013

SUBJECT: Updating of the City's Housing Code

Recommendation

Accept this report recommending that the City Council amend the Code of Ordinances, Chapter 27, Housing Maintenance and Occupancy Code.

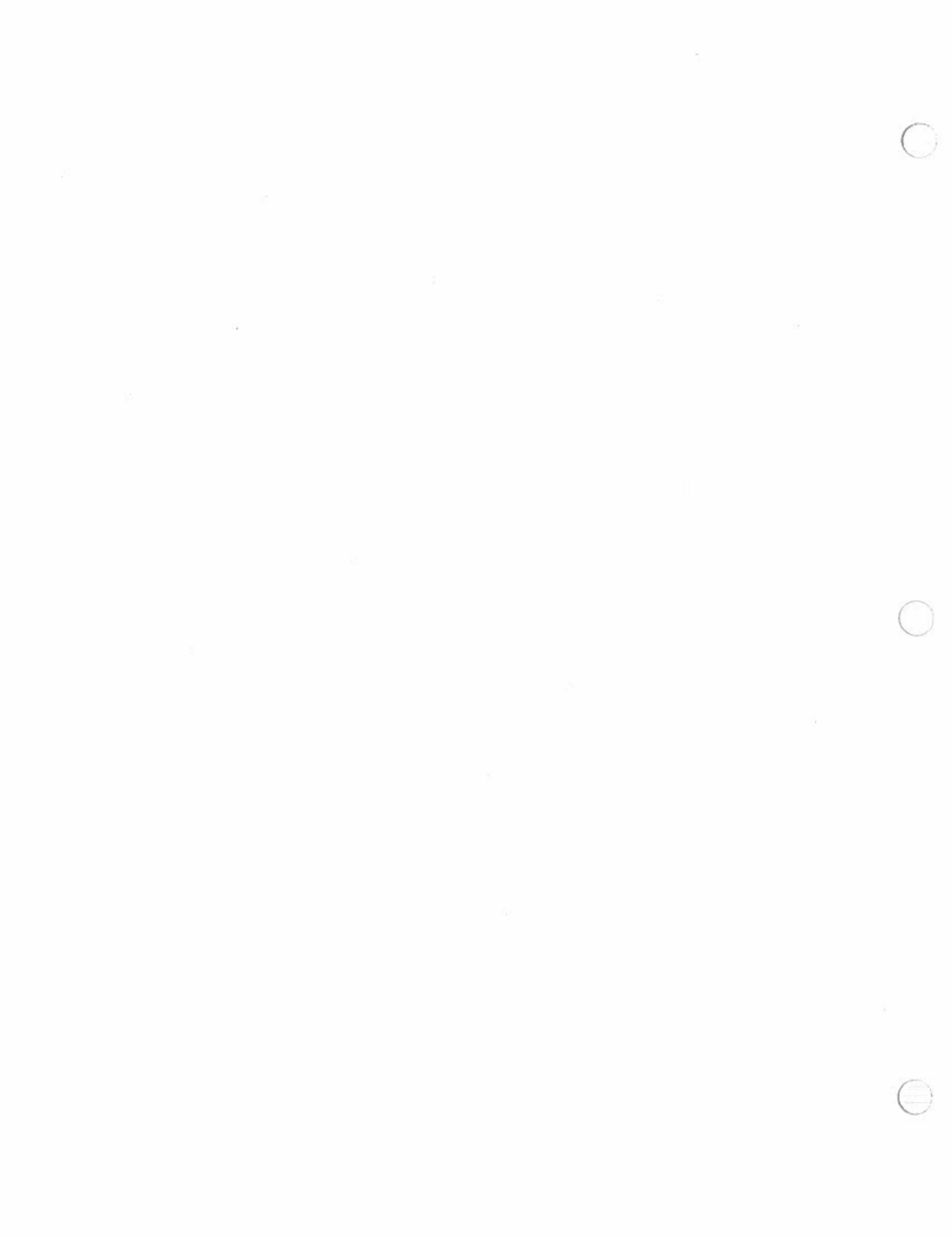
Background

The current Code of Ordinances, Chapter 27, Housing Maintenance and Occupancy Code was last updated in March of 2011. The Housing Maintenance and Occupancy Code is based on the 2009 International Property Maintenance Code. Staff is proposing amendments to the Housing and Maintenance Occupancy Code because recent State of New Hampshire changes to the smoke detector and carbon monoxide requirements in residential structures has created a conflict between standards. Staff is also proposing other amendments to the Housing and Maintenance Occupancy Code to provide clarification regarding the requirements of certain sections.

Discussion

The City's Housing Maintenance and Occupancy Code was last updated in 2011. Since the Housing Maintenance and Occupancy Code is specifically tailored to the City of Concord, situations are encountered that occasionally require the amending of the code. The proposed amendments have been written to provide consensus between State and local law, as well as to provide clarification in sections of the code to prevent any ambiguities about the requirements.

cc: Thomas J. Aspell, City Manager
Carlos Baia, Deputy City Manager, Development
Gloria McPherson, City Planner
Craig Walker, Zoning Administrator
Sean Toomey, Deputy Fire Chief



Proposed changes to Housing Maintenance and Occupancy Code 2012

(Red font = additions to code)
(Deletions)

101.3.1 Licensed Trades: To further ensure the public health, safety and welfare, any new installations or major repairs in residential rental property to plumbing, mechanical or electrical, work must be performed by State of NH licensed tradesmen who shall obtain the necessary permits for such work. The Code Official may require a licensed tradesman to correct non-compliances to plumbing, mechanical or electrical work performed by the property owner or his agent.

104.3.1 Access by owner/operator/agent: Every occupant of a structure or premises shall give the owner or operator thereof, or agent or employee, access to any part of such structure or its premises at reasonable times for the purpose of making such inspection, maintenance, repairs or alterations as are necessary to comply with the provisions of this code.

704.2 Smoke alarms. ~~The minimum standard pursuant to the City Housing Code, Article 27 of the Municipal Code of Ordinances and a July 1, 1999 amendment to the State of NH Smoke Detector Law Rules (RSA 153:10-a) requires that~~ Existing battery powered smoke detectors located within single family rental housing and multi-family (two or more dwelling units) housing, must be replaced with hard wired*, electrically powered battery back-up smoke detectors, which incorporate a "false alarm silencing" feature. The electrically powered smoke detector(s) must be installed by a New Hampshire licensed master electrician. An electrical permit must be obtained prior to installation. This code standard applies to the installation of smoke detection where none were previously provided ~~but~~ or additional units are required.

***Remote Smoke Detectors.** In existing buildings, wireless remote, battery-back up smoke detectors may be installed. Installation must be performed by a State of NH licensed electrician.

102.3 Application of other codes. Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the most recently adopted versions of the following codes: International Building Code, International Fuel Gas Code, International Mechanical Code, International Plumbing Code, NFPA 70, International Existing Building Code, NFPA 101 Life Safety Code, International Building Code, International Fuel Gas Code, International Mechanical and NFPA 70. Nothing in this code shall be construed to cancel, modify or set aside any provision of the Municipal Code of Ordinances, Chapter 28.

302.4 Weeds. ~~All premises and exterior property shall be maintained free from weeds or plant growth in excess of ten (10) inches in height. All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this code term shall not include cultivated flowers and gardens.~~

~~Upon failure of the owner or agent having charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with Section 106.3 and as prescribed by the authority having jurisdiction. Upon failure to comply with the notice of violation, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the owner or agent responsible for the property.~~

Weeds on all exterior premises shall be maintained at a height that does not obstruct sight distance when entering or exiting a roadway or has the potential to create a fire hazard.

SECTION 202 - GENERAL DEFINITIONS

Public Nuisance: Includes, but is not limited to, the following:

7. Any premises that is unsanitary, or that is littered with rubbish or garbage ~~or that has an uncontrolled growth of weeds;~~ or

Rooming House: A detached dwelling unit containing sleeping accommodations for ~~individuals other than~~ more than three (3) unrelated

individuals ~~other than members of the resident family~~ and having common kitchen and dining facilities.

Weeds: All grasses, annual plants and vegetation, other than trees or shrubs or cultivated flowers and gardens.

SECTION 406 – ROOMING HOUSES

406.1 A person shall not operate a rooming house, hotel or motel unless that person holds a valid rooming house permit per Article 27-1-3 of the City of Concord Code of Ordinances.

406.2 A detached dwelling housing three (3) or more unrelated individuals other than members of the resident family is classified as a rooming house and is subject to an annual inspection.

Section 307 – Handrails and Guardrails

307.1 General. ~~Handrails and guardrails in residential occupancies shall comply with the minimum standards established by the appropriate of the most recently adopted version of NFPA 101 Life Safety Code.~~ Every exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30 inches above the floor or grade below shall have guards. Handrails shall not be less than 30 inches high or more than 42 inches high measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. Guards not less than 30 inches high above the floor of the landing, balcony, porch, deck or ramp or other walking surface.

Exception: Guards shall not be required where exempted by the most recently adopted building code.

Under Chapter 6 Mechanical & Electrical Requirements:

605.4 Branch circuits in buildings with more than one occupancy. Branch circuits in each dwelling unit shall supply only loads within that dwelling unit.



CITY OF CONCORD

1-9
2-45(A)
2-46
3-47

In the year of our Lord two thousand and fourteen

AN ORDINANCE amending the CODE OF ORDINANCES, Title IV, Zoning Code; Chapter 29.2, Public Capital Facilities Impact Fees Ordinance; Section 29.2-1-2, Assessment and Collection.

The City of Concord ordains as follows:

SECTION I: Amend the CODE OF ORDINANCES, Title IV, Zoning Code; Chapter 29.2, Public Capital Facilities Impact Fees Ordinance; Section 29.2-1-2, Assessment and Collection; subsection (b) Computation of the Amount of Impact Fee, by deleting Tables 1, 2, and 3 in their entireties and replacing with the following new tables:

**TABLE 1
SCHOOL FACILITIES
IMPACT FEE PER VARIABLE UNIT**

<i>Type of New Development</i>	<i>Concord School District Facilities Impact Fee Per Variable Unit</i>	<i>Merrimack Valley School District Facilities Impact Fee Per Variable Unit</i>	<i>Variable Unit</i>
Single-family residence	\$ 1.12	\$ 1.12	Square foot of gross living area
Townhouse/duplex	\$ 0.75	\$ 0.75	Square foot of gross living area
Multi-unit/apartment (other than townhouses or duplexes)	\$ 998.51	\$ 998.51	Dwelling unit
Mobile home	\$ 1,995.78	\$ 1,995.78	Dwelling unit

**TABLE 2
RECREATIONAL FACILITIES
IMPACT FEE PER VARIABLE UNIT**

<i>Type of New Development</i>	<i>Recreational Facilities Impact Fee Per Variable Unit</i>	<i>Variable Unit</i>
Single-family residence	\$ 0.52	Square foot of gross living area
Townhouse/duplex	\$ 0.75	Square foot of gross living area
Multi-unit/apartment (other than townhouses or duplexes)	\$ 664.46	Dwelling unit
Mobile home	\$ 998.55	Dwelling unit

TABLE 3
TRANSPORTATION FACILITIES
IMPACT FEE PER VARIABLE UNIT

<i>Type of New Development</i>	<i>Transportation Facilities Impact Fee Per Variable Unit</i>	<i>Variable Unit</i>
Residential Uses		
Single-family	\$2,110.48	Dwelling unit
Townhouse/duplex	\$1,408.99	Dwelling unit
Multi-unit dwelling/apartment (other than townhouses or duplexes)	\$1,449.88	Dwelling unit
Mobile home	\$1,035.63	Dwelling unit
Nonresidential Uses		
General office	\$ 1.70	Square foot of floor area
Single-tenant office	\$ 1.88	Square foot of floor area
General light industrial	\$ 1.09	Square foot of floor area
Manufacturing	\$ 0.63	Square foot of floor area
Warehousing	\$ 0.78	Square foot of floor area
Quality restaurant	\$ 5.59	Square foot of floor area
High-turnover restaurant	\$ 6.73	Square foot of floor area
Fast food restaurant with drive-thru	\$ 20.59	Square foot of floor area
Small retail (less than 5,000 SF)	\$ 2.56	Square foot of floor area
Retail (5,001 SF to 100,000 SF)	\$ 4.51	Square foot of floor area
Retail (100,001 to 300,000 SF)	\$ 3.65	Square foot of floor area
Retail (greater than 300,000 SF)	\$ 3.33	Square foot of floor area
Bank with drive-up	\$ 12.05	Square foot of floor area
Daycare center	\$ 4.09	Square foot of floor area
Hotel/motel	\$ 1,817.16	Room
Gas station/convenience store	\$ 3,374.07	Pump
New car sales	\$ 6.52	Square foot of floor area
Automobile Service	\$ 3.96	Square foot of floor area
Automated car wash	\$ 5,280.90	Wash stall
All other uses	\$ 205.90	New trip

SECTION II: This ordinance shall take effect upon its passage.

TABLE 1

Type of New Development	Concord District Facilities Impact Fee per Variable Unit		Merrimack Valley School District Facilities Impact Fee per Variable Unit		Variable Unit
	2013 Fee	Adjusted Fee	2013 Fee	Adjusted Fee	
Single Family Residence	\$1.08	\$1.12	\$1.08	\$1.12	Square foot of Gross Living Area
Townhouse / Duplex	\$0.72	\$0.75	\$0.72	\$0.75	Square foot of Gross Living Area
Multi-Unit / Apartment (other than Townhouses or Duplexes)	\$965.77	\$998.51	\$965.77	\$998.51	Dwelling Unit
Mobile Home	\$1,930.34	\$1,995.78	\$1,930.34	\$1,995.78	Dwelling Unit

Note: Inflationary increase from July 2009 to July 2010 was 1.89% Source: BLS Means

Note: Inflationary increase from July 2010 to July 2011 was 4.20% Source: BS Means, Facilities Construction Cost Data 2011.

Note: Inflationary increase from July 2011 to July 2012 was 1.78%. Source: RS Means Facilities Construction Cost Data 2012.

Note: Inflationary increase from July 2011 to July 2012 was 1.78%. Source: RS Means, Facilities Construction Cost Data 2013.

	Historical Cost Index	Percentage Increase	Historical Cost Index	Percentage Increase
Jul-00	120.9		Jul-09	-0.17%
Jul-02	128.7	6.45%	Jul-10	1.89%
Jul-04	143.7	11.66%	Jul-11	4.20%
Jul-05	151.6	5.50%	Jul-12	1.78%
Jul-06	162.0	6.86%	Jul-13	3.39%
Jul-07	169.4	4.57%		
Jul-08	180.4	6.49%		

TABLE 2

RECREATIONAL FACILITIES IMPACT FEES PER VARIABLE UNIT

Type of New Development	Recreational Facilities Impact Fee per Variable Unit		Variable Unit
	2013 Fee	Adjusted Fee	
Single Family Residence	\$0.50	\$0.52	Square foot of Gross Living Area
Townhouse / Duplex	\$0.72	\$0.75	Square foot of Gross Living Area
Multi-Unit / Apartment (other than Townhouses or Duplexes)	\$642.67	\$664.46	Dwelling Unit
Mobile Home	\$965.81	\$998.55	Dwelling Unit

Note: Inflationary increase from July 2009 to July 2010 was 1.89%. Source: RS Means, Facilities Construction Cost Data 2011.

Note: Inflationary increase from July 2010 to July 2011 was 4.20%. Source: RS Means, Facilities Construction Cost Data 2012.

Note: Inflationary increase from July 2011 to July 2012 was 1.78%. Source: RS Means, Facilities Construction Cost Data

Note: Inflationary increase from July 2012 to July 2013 was 3.39%. Source: RS Means, Facilities Construction Cost Data

	Historical Cost Index	Percentage Increase
Jul-07	169.4	
Jul-08	180.4	6.49%
Jul-09	180.1	-0.17%
Jul-10	183.5	1.89%
Jul-11	185.7	1.20%
Jul-12	194.6	4.79%
Jul-13	201.2	3.39%

TABLE 3

TRANSPORTATION FACILITIES IMPACT FEES PER VARIABLE UNIT

Type of New Development	Transportation Facilities Impact Fee per Variable Unit		Variable Unit
	2013 Fee	Adjusted Fee	
Residential Uses			
Single Family Residence	\$2,051.60	\$2,110.48	Dwelling Unit
Townhouse / Duplex	\$1,369.68	\$1,408.99	Dwelling Unit
Multi-Unit / Apartment (other than Townhouses or Duplexes)	\$1,409.43	\$1,449.88	Dwelling Unit
Mobile Home	\$1,006.74	\$1,035.63	Dwelling Unit
Nonresidential Uses			
General Office	\$1.66	\$1.70	Square Foot of Floor Area
Single Tenant Office	\$1.82	\$1.88	Square Foot of Floor Area
General Light Industrial Manufacturing	\$1.06 \$0.61	\$1.09 \$0.63	Square Foot of Floor Area Square Foot of Floor Area
Warehousing	\$0.76	\$0.78	Square Foot of Floor Area
Quality Restaurant	\$5.43	\$5.59	Square Foot of Floor Area
High Turnover Restaurant	\$6.54	\$6.73	Square Foot of Floor Area
Fast Food Restaurant	\$20.02	\$20.59	Square Foot of Floor Area
Small Retail (0 to 5,000 sf)	\$2.49	\$2.56	Square Foot of Floor Area
Retail (5,001 to 100,000 sf)	\$4.38	\$4.51	Square Foot of Floor Area
Retail (100,001 to 300,000 sf)	\$3.55	\$3.65	Square Foot of Floor Area
Retail (greater than 300,000 sf)	\$3.24	\$3.33	Square Foot of Floor Area

Type of New Development	Transportation Facilities Impact Fee per Variable Unit		Variable Unit
	2013 Fee	Adjusted Fee	
Bank with Drive Up Lanes	\$111.72	\$12.05	Square Foot of Floor Area
Day Care Center	\$3.98	\$4.09	Square Foot of Floor Area
Hotel/Motel	\$1,766.47	\$1,817.16	Room
Gas Station/Convenience Store	\$3,279.94	\$3,374.07	Fueling Station (pump)
New Car Sales	\$6.34	\$6.52	Square Foot of Floor Area
Automobile Service	\$3.85	\$3.96	Square Foot of Floor Area
Automated Car Wash	\$5,133.36	\$5,280.69	Wash Stall
All Other Uses	\$200.16	\$205.90	New Trip

Note: Inflationary increase from November 2012 to December 2013 was 2.87%. Source: Engineering News Record. Enr.com - Construction Cost Index History (1908-2011) December 3, 2011.

Note: Inflationary increase from December 2011 to November 2012 was 2.46%. Source: Engineering News Record. Enr.com - ENR's Construction Cost Index History (1908-2012) November 2012.

Construction Cost Index	
Jul-00	6225
Jul-02	6605
Jul-04	7126
Jan-06	7660
Dec-06	7888
Nov-07	8092
Dec-08	8551
Dec-09	8641
Dec-10	8952
Dec-11	9172
Nov-12	9398
Dec-13	9668
	6.10%
	7.89%
	7.50%
	3.24%
	2.59%
	5.67%
	1.05%
	3.60%
	2.46%
	2.46%
	2.87%



CITY OF CONCORD

TJA

REPORT TO THE MAYOR AND CITY COUNCIL

FROM: Stephen Henninger, Acting City Planner *SH*
DATE: December 20, 2013
SUBJECT: Annual Review of the Public Capital Facilities Impact Fee Ordinance

Recommendations

Adopt an amendment to Chapter 29.2, Public Capital Facilities Impact Fee Ordinance, replacing the current impact fee tables with an updated schedule of fees that reflects the increase in construction costs since the impact fees were last adjusted in February 2013.

The Planning Board voted unanimously to recommend that the City Council adopt the adjusted schedule of fees and expressed its support for a consistent annual update process to keep steady pace with inflation, rather than increasing the fees less frequently and adopting higher rates that reflect larger cumulative changes.

Background

The current Public Capital Facilities Impact Fee Ordinance was adopted in June 2001 and contains a requirement in Section 29.2-1-2(b)(10) that the impact fee tables "shall be reviewed periodically by the Planning Board and shall be revised by the City Council whenever appropriate." It requires a report by the Board's Clerk each year to the City Council "with respect to increases in the estimated costs to construct public capital facilities" including recommendations "for appropriate adjustments to the impact fee tables." Specific sources of cost data and information for updating the fees are cited in the ordinance.

The City Council last amended the ordinance on February 11, 2013.

Discussion

The Planning Board, at the regular meeting on December 18, 2013, considered a report from the Planning Division relative to the annual review of the Fee Schedule for the Public Capital Facilities Impact Fee Ordinance. The Planning Division's

report to the Board included proposed new fee schedules for the School, Recreation and Transportation Facilities Impact Fees. These schedules were developed using the data sources and indices as specified in the Ordinance. A draft Ordinance amending the Public Capital Facilities Impact Fee Ordinance to incorporate these new fee schedules was also submitted to the Board for their review.

The rate of inflation from 2012 to 2013 for school and recreation construction costs is 3.39% and for highway construction costs is 2.87%.

Copies of the tables containing the proposed new fee schedules, as well as the draft Ordinance which would implement these fee schedules, are attached to this report.

CITY OF CONCORD

1-10

2-45 (B)

2-24

3-48

In the year of our Lord two thousand and fourteen

AN ORDINANCE amending the CODE OF ORDINANCES; Title II, Traffic Code; Chapter 18, Parking.

The City of Concord ordains as follows:

SECTION I: Amend the CODE OF ORDINANCES; Title II, Traffic Code; Chapter 18, Parking, by creating a new Article 18-5, Central Business District Parking Permits, as follows:

18-5-1 Purpose.

The purpose of this Ordinance is to regulate parking on certain streets and within municipally owned parking facilities within the Downtown Concord Central Business District through the establishment of a permit system in order to encourage increased usage of underutilized parking assets.

18-5-2 Geography.

Permit parking shall be permitted in the following locations:

- (a) Within the Storrs Street right-of-way, for that portion of Storrs Street south of Theatre Street to a point not closer than 450 feet of Storrs Street's intersection with South Main Street.
- (b) The Storrs Street Municipal Parking Lot, located beneath the Centre Street / Bridge Street / Loudon Road over pass, City Assessor's parcel Map 35B Block 1 Lot 6.

18-5-3 Quantity of Permits to be Issued.

The City Manager shall have the authority to determine the total number of permits that can reasonably be issued for locations governed by this ordinance. All parking in the permit areas shall be on a first-come, first-served basis.

18-5-4 Hours of Enforcement.

Parking by permit shall only be valid and enforced 8:00AM to 5:00PM Monday through Friday. Public parking shall be permitted in parking spaces regulated by permits during all other times.

18-5-5 Signage.

Signage shall be installed in restricted areas and shall be of such character as to inform readily an ordinarily observant person of the existence of the ordinance imposing the foregoing restrictions.

18-5-6 Fees.

The City Manager shall have the authority to establish a fee for permits issued under this article.

18-5-7 Miscellaneous.

The City Manager shall develop and implement policies governing the administration of this article.

SECTION II: This ordinance shall take effect upon its passage.



CITY OF CONCORD

TJA

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Matthew R. Walsh, Director of Redevelopment, Downtown Services & Special Projects

DATE: December 23, 2013

SUBJECT: Parking Ordinance Article 18-5: Central Business District Parking Permits

Recommendation:

- Accept the following report; and,
- Set the attached ordinance amending the Code of Ordinances; Title II, Traffic Code; Chapter 18, Parking; Article 18-5, Central Business District Parking Permits for public hearing on February 10, 2014.

Background:

Parking is regulated by a set of ordinances included within Title II, Chapter 18 of the City's Code of Ordinances. Article 18-1 regulates stopping, standing, and parking. Article 18-2 regulates restricted parking in residential areas. Article 18-3 regulates the City's metered parking system. Article 18-4 regulates miscellaneous parking issues.

Discussion:

The attached ordinance will create Article 18-5 in the Code of Ordinances. This would be an entirely new ordinance.

The purpose of this new ordinance is to grant authority to the City Manager to create a permit system to encourage use of underutilized parking assets within the Downtown Concord Central Business District, which are owned in fee by the City.

This new Ordinance would allow the issuance of permits for that portion of Storrs Street south of Theatre Street, as well as a little used 25 space municipal parking lot located at the northerly end of Storrs Street, beneath the Centre Street / Loudon Road overpass. There are approximately 60

on-street spaces on the southerly end of Storrs Street, south of Theatre Street. All of the permitted parking areas are located on streets and lots that are owned in fee by the City.

Permits would be valid 8:00AM – 5:00PM Monday through Friday. The general public would be allowed to use these spaces during all other times (nights, weekends, and legal holidays). Spaces would be available on a first come, first served basis daily. If spaces are not available in either location, the permit holder would be required to park in a metered space at their expense.

The proposed Ordinance grants the City Manager the authority to determine the appropriate quantity of permits for these locations, with the goal of maximizing daily occupancy by accounting for a daily vacancy factor. The amount of permits issued may exceed the amount of the parking spots, and, therefore, all parking is on a first-come first-served basis.

The Ordinance also grants the City Manager the authority to set rates for these permits. Permits will be issued on a quarterly basis commencing on April 1, 2014 (to be timed with the commencement of construction of the Downtown Complete Streets Project).

Permits would be valid for a period of three months and would be sold at a cost of \$100 each. This equates to roughly \$33 each month, or \$400 annually. However, City Administration would have the ability to adjust rates depending upon market demand for these spaces.

If these spaces were to be metered, the theoretical maximum annual revenue they could generate is \$1,687.50 annually presuming the following:

- \$0.75 / Hour;
- 9 hours of occupancy per day (8AM to 5PM), 250 days per year (excluding weekends and holidays).

The proposed price of \$100 per quarter represents a 76% discount. This discount is justified due to two factors. First, the relative remote location of these spaces. Secondly, the fact that a valid permit does not guarantee a parking space within the permit area.

The City Parking Committee reviewed this proposal on October 23, 2013 and voted unanimously to endorse this program as discussed herein. Intown Concord, Inc. and the Merchants Roundtable have also expressed support for this proposal.

The City Administration believes this proposal has important economic benefits for Downtown Concord:

1. Re-opening the on-street spaces will help mitigate the loss of 90 long-term metered parking spaces in Capital Commons Parking Garage, which were recently assigned to the new "Love Your Neighbor" Building at 45 South Main Street.
2. Hopefully, the significantly discounted price will provide sufficient financial incentive for downtown employees to use these remote parking spaces, thereby freeing-up more conveniently located on-street parking for the shopping public.,.

3. This proposal will provide an additional supply of 85 +/- parking spaces which will help mitigate temporary loss of spaces during construction of the Downtown Complete Streets Project.

In order to implement this, the City will incur costs for new signage, pavement markings, and miscellaneous expenses. These costs shall be financed with savings from CIP 403 "Parking Vehicle Replacement". Specifically, in FY2014 the City budgeted \$30,000 in capital outlay funds to replace the Parking Division's pick-up truck. Because of the Parking Fund's weak fiscal condition, the vehicle was replaced with a surplus cargo van from the Fire Department. The cost of outfitting the van was approximately \$3,000, leaving \$27,000 available to spend.

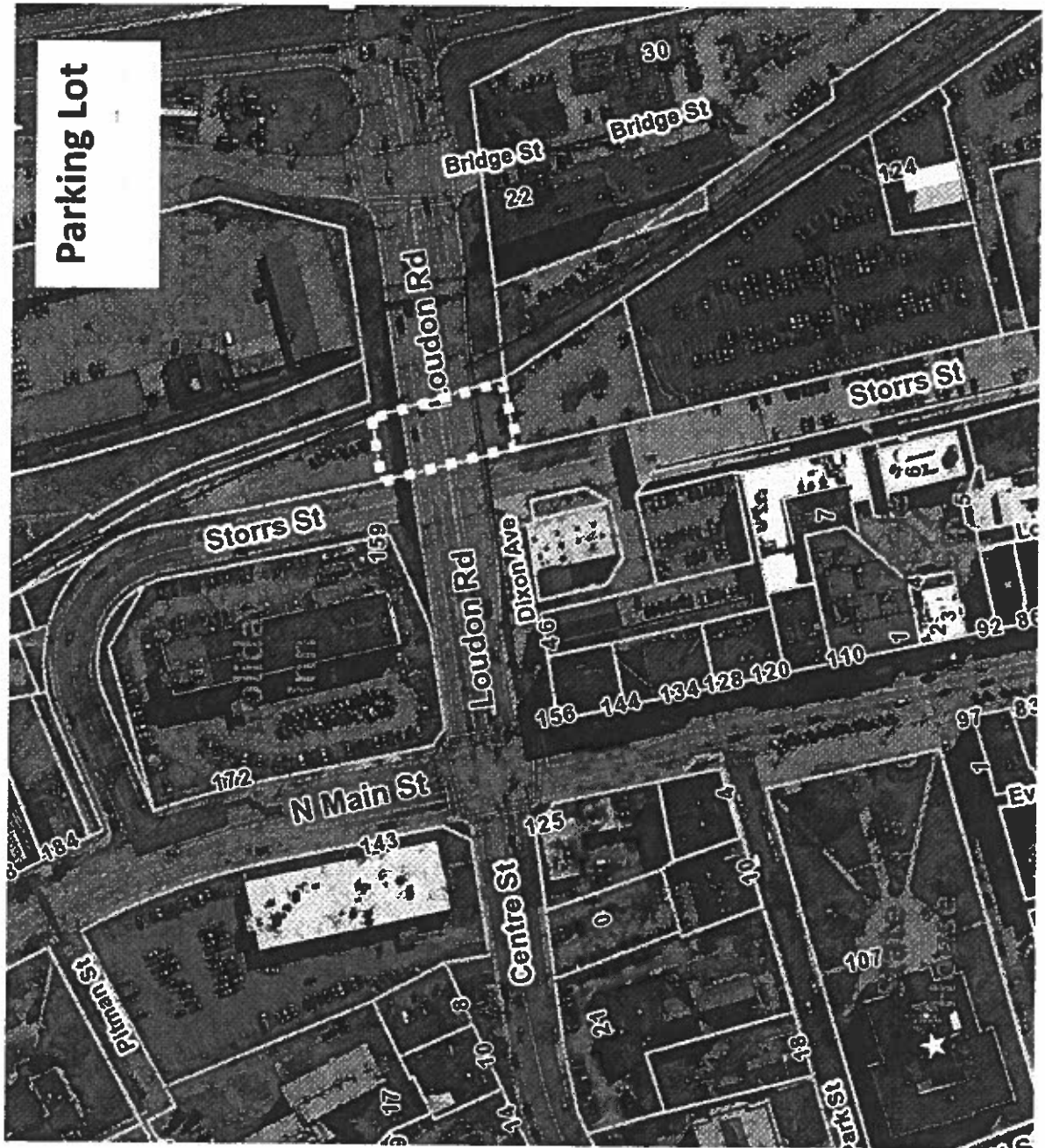
The estimated cost to implement this program (i.e. manufacturing and installation of signage, painting of pavement markings, creation of permits, etc.) is approximately \$5,000. Additional expenses might be incurred at the 25 space parking lot beneath Centre Street for removal of vegetation and graffiti, as well as improved lighting and pigeon deterrents.

Maximum potential annual revenues, assuming 85 permits sold at \$100 per quarter (or \$400 per year), is \$34,000.

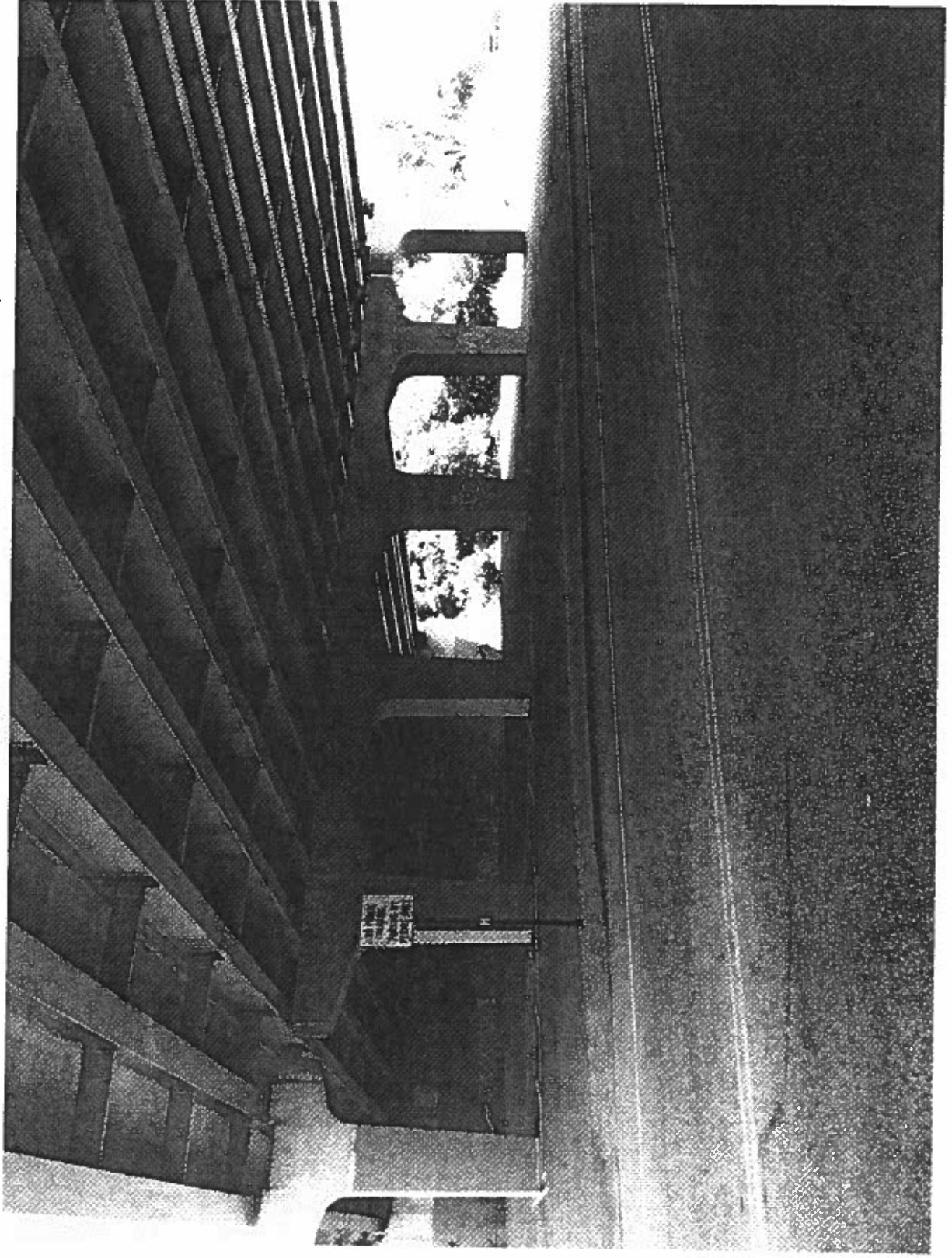


Proposed Parking

Storrs Street Parking Lot
(Beneath Centre Street Over Pass)



Storrs Street Parking Lot
(Beneath Centre Street Over Pass)





Mulholland, Michelle

2-45 (B)
2-47

From: Gibson's Bookstore <gibsons@totalnetnh.net>
Sent: Wednesday, January 29, 2014 11:12 AM
To: * City Clerk
Cc: 'Little River Oriental Rugs'
Subject: for meeting Feb. 10--Janice, could you distribute? thank you
Attachments: Ordinance 18-5 Storrs Street Permits FINAL.pdf

Dear Mayor Bouley and esteemed members of City Council:

I recently learned that the City was proposing to restore the parking spaces on the south end of Storrs St. that formerly had been free, as leased spaces, and also to formalize a lease arrangement on currently free spaces on the north end of Storrs St. (Ordinance 18-5, attached).

Parking has been a hot-button issue for the downtown for as long as I can remember. The opportunity to add to current inventory should not be missed. But I urge you to restore and maintain these spaces as free spaces.

The spaces at the south end of Storrs Street had always been a great way to keep employees of downtown businesses parking away from downtown stores. These employees are often part-time and not highly compensated, so having free spaces within walking distance but far enough away to avoid disrupting commerce was a win-win for all concerned. These spaces are also outside of traditional areas of parking enforcement.

If memory serves, those spaces were eliminated to drive more people into the Capitol Commons garage, which at the time was under-utilized. Whether that was the goal or not, the garage now enjoys satisfactory usage and there is no reason not to restore these spaces.

But who is the customer? These spaces have historically been used by downtown employees who are often part-time and not highly compensated. They are not in a position to pay \$100/quarter and there is no logical way to incentivize them. They will continue to play parking roulette looking for free spaces, and will not be the customer for the leased spaces.

Is it downtown businesses? The same logic applies. For whom would we buy the permits? Part-time employees come and go. If someone has the permit for a space and only works from 9-1, what happens to that space after they leave? It is all too muddled to be an effective program for businesses with part-time employees. Further, expecting downtown merchants to buy these spaces amounts to a hidden tax on those merchants, considering that these spaces used to be free for two very good reasons: because of their remote but walkable distance from the downtown, and because of their important role in solving a public policy problem: i.e., where would employees park?

Other than employers and employees in the downtown, there is no identifiable group of people that might be expected to buy leased spaces on Storrs St., and as we've seen, they are not likely to, either.

The only logical course is to restore these spaces as free spaces right away, to relieve parking pressures downtown, whether the Main Street Project moves forward immediately or not. I urge you to amend this ordinance to restore and maintain much needed free parking on Storrs St.

Respectfully submitted,

Michael Herrmann

Gibson's Bookstore
45 South Main Street
Concord, NH 03301
603-224-0562
www.gibsonsbookstore.com



CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Matthew R. Walsh, Dir. of Redevelopment, Downtown Services, & Special Projects *MRW*

DATE: February 27, 2014

SUBJECT: Storrs Street Parking Ordinance

Recommendation:

- Accept the following report; and,
- Remove this item from the table and substitute and approve the attached revised ordinance amending the CODE OF ORDINANCES; Title II, Traffic Code; Chapter 18, Parking, Article 18-1-8, Parking Time Limited in Designated Places, Schedule III. This revised ordinance replaces the ordinance which went to public hearing on February 10, 2014.

Background:

On February 10, 2014 the City Council held a public hearing on a proposed ordinance to re-establish on-street parking spaces on the southerly end of Storrs Street which would be managed via a permit system. This same approach was also proposed for the Storrs Street Municipal Parking Lot located beneath the Centre / Bridge Street overpass. As a result of public testimony, it was the consensus of the City Council to pursue 10-hour free parking at these locations in lieu of the proposed permit system. Further, the City Council instructed staff to prepare a revised ordinance for review by the City Council during its March meeting.

Discussion:

The attached revised ordinance will establish 10 hour free parking Monday – Friday from 7:00AM to 6:00PM for the southerly end of Storrs Street as well as the Storrs Street Municipal Parking lot. Parking will also be permitted on nights and weekends in both locations in accordance with all other applicable City rules, regulations, and ordinances. As is customary with all public on-street parking, these spaces shall be available on a first come, first served basis.

This approach essentially re-establishes parking on the southerly end of Storrs Street as it previously existed prior to its discontinuance in 2010, and converts the Storrs Street Municipal Parking Lot to 10-hour free parking.

During its February 10th meeting, the City Council closed the public hearing and tabled this item to March 10th for further consideration. The City Council may choose to remove this item from the table in order to substitute and approve the attached revised ordinance. The proposed ordinance would take effect on April 14, 2014 in order to allow staff sufficient time to order and install required signage.

CITY OF CONCORD

In the year of our Lord two thousand and fourteen

AN ORDINANCE amending the CODE OF ORDINANCES; Title II, Traffic Code; Chapter 18, Parking, Article 18-1, Stopping, Standing and Parking, Section 18-1-8, Parking Time Limited in Designated Places, Schedule III.

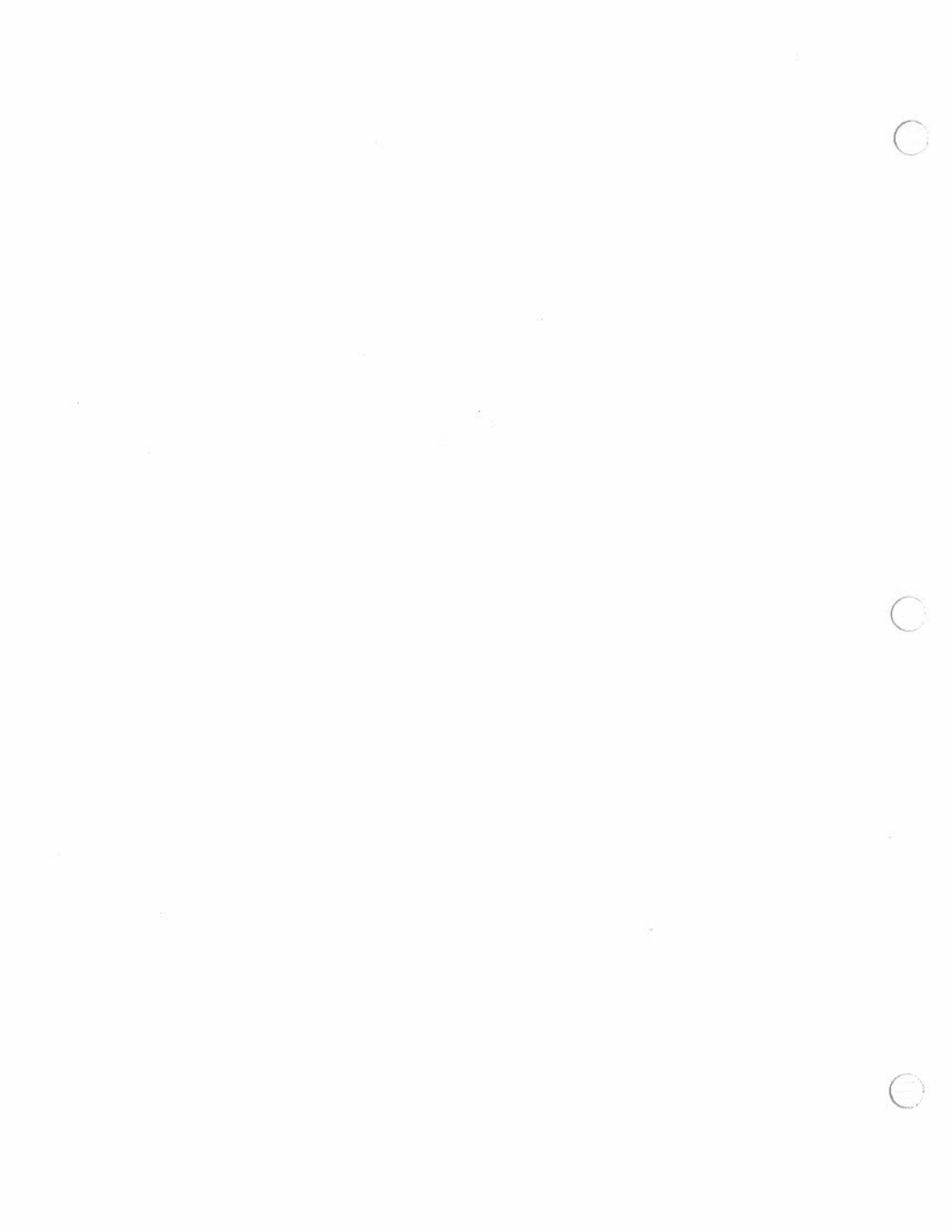
The City of Concord ordains as follows:

SECTION I: Amend the CODE OF ORDINANCES; Title II, Traffic Code; Chapter 18, Parking, Article 19-1, Stopping, Standing and Parking, Section 18-1-8, Parking Time Limited in Designated Places, Schedule III (Ten Hours between the hours of 7:00 a.m. and 6:00 p.m., Monday through Friday), by adding the following:

Ten Hours (between the hours of 7:00 a.m. and 6:00 p.m., Monday through Friday)

Street	Side Restricted	From	To	Position to Curb
Storrs St.	Both	Theatre St.	450' North of South Main / Perley Street Intersection	Parallel
Storrs St. (parking lot beneath Centre St. Overpass)	N/A	N/A	N/A	As Striped


SECTION II: This ordinance shall take effect on April 14, 2014.





CITY OF CONCORD

REPORT TO MAYOR AND THE CITY COUNCIL

FROM: Thomas J. Aspell, Jr., City Manager 
DATE: January 29, 2014
SUBJECT: Appointment to the Board of Trustees of Trust Funds

Recommendation

It is being recommended that the following appointment be reviewed at the February City Council meeting for approval in March.

Background

I hereby propose the re-appointment of Karen A. Levchuk to serve on the Board of Trustees of Trust Funds for an additional three-year term, which will expire on March 31, 2017. Ms. Levchuk resides on Columbus Avenue and is an attorney. Ms. Levchuk has served on the Board since 2011.

Discussion

In accordance with Section 15 of the City Council Rules, the proposed appointments are being distributed to the City Council as information prior to formal action in March.

cc: Michael Jache, City Treasurer



3-11-14

PROCLAMATION

In the year of our Lord two thousand and fourteen

Proclaiming April as Child Abuse Prevention Month and Sexual Assault Awareness Month in the City of Concord, New Hampshire

WHEREAS, Child Abuse and Sexual Assault are a National Problem of epidemic proportions; and

WHEREAS, 1 in 5 children are solicited sexually while on the internet; and

WHEREAS, Only 1 in 10 child victims of sexual abuse will disclose before their 18th birthday, if ever; and

WHEREAS, 1 in 4 girls and 1 in 6 boys will be sexually assaulted before their 18th birthday; and

WHEREAS, 1 in 4 women and 1 in 20 men report being the victims of a sexual assault; and

WHEREAS, The Merrimack County Advocacy Center was opened in 2009 to serve and protect victims of child abuse and sexual assault through the collaborative actions of a multidisciplinary team of community professionals in law enforcement, prosecution, child protection, medical, mental health and advocacy; and

WHEREAS, The Merrimack County Advocacy Center provides a neutral and safe setting which allows victims to feel safe during an already traumatic situation. The Center takes the necessary steps to ensure that each and every case is taken seriously, handled quickly, and with the least amount of trauma to the victim, as possible; and

WHEREAS, The Merrimack County Advocacy Center has served over 1,250 victims and their support systems since its opening in December 2009; and

WHEREAS, April is recognized as Child Abuse Prevention and Sexual Assault Awareness Month.

NOW, THEREFORE, I, Jim Bouley, Mayor of the City of Concord, New Hampshire do hereby proclaim April as Child Abuse Prevention Month and Sexual Assault Awareness Month in the City of Concord. I urge awareness, education and prevention of these issues and congratulate the Merrimack County Advocacy Center for its work in this area.

Attest: _____
Mayor Jim Bouley

3Int1

TH

Concord Public Library Trustee Meeting

January 6, 2014

Present: Jeremy Clemans, Megan DeVorse, Inez McDermott, Elizabeth Mulholland, Mary Beth Robinson, Lisa Sands and Library Director Patricia Immen.

The meeting was called to order at 7:04 p.m.

Sandi Lee, Technical Services Manager, spoke to the trustees about technical services. She provided an overview of staff and their duties, which included acquisitions, cataloging, processing, and interlibrary loan.

The minutes of the December 2, 2013 meeting were approved.

Mrs. Immen presented the Library Director's Report:

- New chairs for the Children's Room and new study carrels for the Lower Level Lounge have arrived and are in use. The furniture was purchased using funding from a grant from the Alice J. Reen Charitable Trust.
- Deb Baker started as Adult Services Manager on January 6, 2014. She will oversee the Adult Services staff, which includes the pages, the circulation staff and the reference staff.
- Staff is setting goals for library services in FY2015, and those were reviewed.
- Recruitment for a new Library Director has not yet begun.

CPL Foundation Update: Tom Aspell spoke to the Foundation at their last meeting.

New Business: The trustees discussed taking Mrs. Immen to dinner to acknowledge her service to the library.

Old Business:

- Four candidates for the open trustee positions have been passed on to the City Manager's office for consideration.
- An RFP has gone out for the community center project.

The meeting adjourned at 8:22. The next meeting is February 3, 2014 at 7:00 p.m.

Respectfully submitted,

Elizabeth Mulholland, Secretary



Concord Public Library Trustee Meeting

JA

February 3, 2014

DRAFT

Present: Marian Akey, Jeremy Clemans, Megan DeVorse, Mary Beth Robinson, Lisa Sands and Interim Co-Library Director Sandi Lee.

The meeting was called to order at 7:01 p.m.

Mary Beth Robinson called the meeting to order.

The trustees welcomed Sandi Lee to the meeting in her role as Interim Co-Director of the library.

Minutes of January 6, 2014:

Mary Beth Robinson requested that the minutes of January 6, 2014, be amended to reflect that the trustees discussed taking Pat Immen to dinner to acknowledge her service to the library.

The amended minutes were approved unanimously.

Acting Library Director's Report:

Sandi Lee reviewed Pat Immen's last report dated January 13, 2014. Sandi Lee and Pam Stauffacher are Interim Co-Library Directors. Sandi explained that the Technical Services Room has been reorganized. The Children's Room hosted many activities over the holidays. Pam continues to add to the Play Space materials in Concord and Penacook. Volunteers are restocking the bookshelf at the Heights Community Center. The volunteers are keeping a tally of how many books are taken from the shelf. Deb Baker has been promoted to Adult Services Manager.

CPL Foundation Update:

Mary Beth Robinson reported that the Foundation received a \$5000 grant from the Concord Monitor. The Foundation has purchased a gift in honor of Pat Immen's tenure as Library Director. The gift will be presented to Pat at the February 18, 2014 meeting of the Foundation.

New Business:

Sandi Lee reported that the City Legal Department has informed the Library staff that they may not limit the number of belongings a patron brings into the Library, but may ensure that the packages do not create a safety hazard.

Mike Jache is coming to the next Trustee meeting to review the trusts. Sandi Lee handed out the trust spreadsheets to the trustees.

Tom Aspell has completed his draft of the job description for Library Director and has passed it on to the Human Resource Department for input. He plans to have two panels review Library Director applicants. One panel will be comprised of department heads while the other will include library staff, trustees, Foundation members, and the public.

The Trustees expressed their interest in seeing the job description. The Trustees discussed some important attributes for the new Library Director. Mary Beth Robinson and Jeremy Clemans expressed interest in serving on the panel.

Old Business:

City Manager Tom Aspell is reviewing the applicants for the vacant Library Trustee position.

There was no update on the Community Center or the Employment Security building.

Other:

The trustees discussed celebrating Pat Immen's tenure as Library Director on February 17 at 6:30 at the Red Blazer. Mary Beth Robinson will contact Pat Immen to discuss this plan.

The meeting adjourned at 8:07. The next meeting is March 3, 2014 at 7:00 p.m.

Respectfully submitted,

Megan De Vorsey, Acting Secretary



Engineering Services Division

Traffic Operations Committee

Meeting Minutes – February 18, 2014

Attendees: Rob Mack, PE, PTOE, Engineering Services
Steve Henninger, Planning Division
Greg Taylor, Concord Police Department
Eric Crane, Concord Police Department
Dick Lemieux, TPAC Chair

A. Regular Discussion Items

- 1) **Overview of city-wide accident data, including prior-month accident summary and discussion of select accident locations, circumstances and potential action.**

DISCUSSION / ACTIONS: Traffic accident data for January 2014 was reviewed. There were 104 reportable accidents in January 2014. This compares with 97 and 101 reportable accidents in January 2013 and 2012, respectively. 18 accidents resulted in total of 25 people injured, two of which occurred on Loudon Road. There were no fatalities.

There were three accidents involving pedestrians: a pedestrian aged 63 years crossing N. State Street in the crosswalk by the Firehouse Block Garage and being struck by a southbound vehicle on N. State Street (injury, driver at fault); a pedestrian aged 18 years crossing Pleasant Street in the crosswalk at N. State Street with the WALK signal and being struck by a northbound vehicle turning left onto Pleasant Street westbound (injury, driver at fault); and an accident involving a pedestrian at the S. Main/Fayette intersection still under investigation.

There were no accidents involving bicyclists.

- 2) **City Council meeting update.**

DISCUSSION / ACTIONS: At its February 10, 2014 meeting, Council: unanimously approved the Loudon Road Corridor Improvements Project (CIP #19); accepted the TOC report on the Governors Way stop sign request referral; and accepted TPAC's report on its accomplishments since 2008. Council did not accept the TOC report on the Regional/Chenell intersection and instead set a March 10, 2014 public hearing to further consider installation of a multi-way STOP at the intersection.

Rob Mack reported that he was providing Council with a supplemental report regarding the potential use of multi-way STOP at this location with findings of long traffic delays projected for Regional Drive through movements, reductions to near-capacity operation and TOC's prior recommendation to wait until signals and turn lanes or a roundabout can be constructed as programmed under CIP 541. A copy of the supplemental report was distributed to attendees, with all concurring with the reported findings.

3) Transportation Policy Advisory Committee (TPAC) update.

DISCUSSION / ACTIONS: At its January 23, 2014 meeting, TPAC prepared a report to Council in support of the Loudon Road Corridor Improvements Project. TPAC also finalized a report to Council on its accomplishments since 2008.

B. On-going Discussion and Action Items.

- 1) None.

C. New Discussion and Action Items

- 1) Resident request to paint a crosswalk on East Side Drive at Burns Avenue (*Engineering: 12/18/13*).

DISCUSSION / ACTIONS: Rob Mack noted that one public comment was received at the December 18, 2014 public information meeting for the Loudon Road Corridor Improvements Project requesting that a crosswalk be painted crossing East Side Drive at Burns Avenue. In follow-up, staff visited the location and noted that there are crosswalk signs posted on each East Side Drive approach to the intersection, but no painted crosswalk on East Side Drive (painted crosswalks are evident on Year 2000 aerial photographs prior to the sidewalk reconstruction project). Several TOC members noted that they have observed many pedestrian crossings of East Side Drive at this location rather than at the traffic signal at Loudon Road. Rob Mack noted a prior discussion of school bus stop locations with Terry Crotty who indicated that children currently assemble on both sides of East Side Drive at this intersection and cross to/from the school bus when it stops. Attendees concurred that it would be appropriate to repaint this crosswalk location. Rob Mack would follow up with General Services.

Rob Mack also noted that there was a single school crossing sign posted on the northbound East Side Drive approach to Eastern Avenue/Royal Gardens intersection and no sign posted on the southbound approach. School buses are currently routed through this intersection to pick up or discharge children in a way that they do not need to cross the street. The single school crossing sign appears to be a relic of former school walking routes. TOC attendees concurred that this sign should be removed.

D. Open Discussion Items

- 1) Staff response to miscellaneous inquiries (refer to correspondence in agenda packet).

DISCUSSION / ACTIONS: None.

- 2) Outdated sign locations.

DISCUSSION / ACTIONS: It was noted that the Walmart driveway to the signal at Loudon Road is currently designed with a left/through lane and a right-turn only lane, however the current lane-use sign shows a left-only lane and a right-only lane. The outdated sign appears to be a relic from the time prior to the construction of the northern leg of the intersection by the Shell station. Rob Mack noted that GSD

indicated an understanding that the signs and pavement markings are maintained by Walmart since this driveway is not in the public ROW. Aerial photos from various years were researched showing a variety of painted arrows and legends on this intersection approach, likely by Walmart contractors, that are varied as well as inconsistent with how the intersection approach should currently be painted. At issue is potential driver confusion when exiting Walmart as to whether to be in the left lane or the right lane if intending to cross through the intersection into the Shell site.

TOC concurred that the sign should be replaced to indicate the intended left/through and right-only lane approaches, and that the pavement markings be revised to indicate same when next repainted. Eric Crane would be meeting with safety representatives at Walmart in a few days and would bring the matter to their attention.

Respectfully submitted,



Robert J. Mack, PE, PTOE, Traffic Engineer
Chair, Traffic Operations Committee

***The next Traffic Operations Committee meeting will be held on
Tuesday, March 18, 2014 @ 12:00 PM in the 2ND Floor Conference Room.***



Bonenfant, Janice

From: colinvo=vanostern.com@mail.salsalabs.net on behalf of Colin Van Ostern
<colinvo@vanostern.com>
Sent: Tuesday, February 18, 2014 2:36 PM
To: * City Clerk
Subject: Exec Council Report - 211 & Meals on Wheels

Friends,

At last week's Governor & Council meeting we heard updates from the state HomeHelpNH "211" program (which helps homeowners facing foreclosure) and from the Commissioner of Health & Human Services summarizing the current status of rolling out our Medicaid Managed Care program.

Additionally, I expressed concerns about the practical impact of DHHS plans to restructure Meals on Wheels reimbursement to local social service agencies. Several Councilors echoed these concerns, and DHHS agreed to revisit these calculations to ensure that the impact of the changes do not hit local community action programs and other providers as currently planned.

The Council also voted to:

IN CENTRAL NH: Approve Senior Energy Assistance in Belknap & Merrimack counties and wastewater facility improvements at the Concord Hall Street facility.

IN MONADNOCK & WESTERN NH: Approve Senior Energy Assistance and wastewater facility improvements in Hinsdale.

IN STRAFFORD CO: Approve Senior Energy Assistance in Strafford Co and promotion of Todd Swass of Strafford to the rank of Colonel in the NH Air National Guard.

STATEWIDE: Approved a "State Suggestion and Extraordinary Service" award to a Dept of Transportation employee whose initiative in finding more efficient work processes saved the state over \$37,000 in labor costs; support for Northern Border Homelands Security projects; and use of roughly 1% of the total cost of the ongoing Capital Corridor Rail study on public engagement efforts.

The Council also approved a number of appointments – full list, and likes to all the items mentioned above, are available below.

Sincerely,

Colin

Executive Councilor, District 2

FULL 02/12 AGENDA HERE

(or follow the links below for documentation of each item)

FULL INFORMATION

1. DETAIL: CENTRAL NH

Authorized to enter into a **sole source** contract with Community Action Program Belknap-Merrimack Counties Inc., Concord, NH, for the Senior Energy Assistance Services Program, in the amount of \$7,841. Effective February 12, 2014 through June 30, 2014. **100% Other Funds (NH DHHS).**

Authorized to award grant aid funds to the entities as detailed in letter dated January 29, 2014, in the aggregate amount of \$2,257,646 for wastewater facility projects. Effective upon G&C approval. **100% General Funds.**

2. DETAIL: MONADNOCK REGION

Authorized to enter into a **sole source** contract with Southwestern Community Services Inc., Keene, NH, for the Senior Energy Assistance Services Program, in the amount of \$5,408. Effective February 12, 2014 through June 30, 2014. **100% Other Funds (NH DHHS).**

Authorized to award grant aid funds to the entities as detailed in letter dated January 29, 2014, in the aggregate amount of \$2,257,646 for wastewater facility projects. Effective upon G&C approval. **100% General Funds.**

3. DETAIL: STRAFFORD COUNTY

Authorized to enter into a **sole source** contract with Community Action Partnership of Strafford County, Dover, NH, for the Senior Energy Assistance Services Program, in the amount of \$2,519.76. Effective February 12, 2014 through June 30, 2014. **100% Other Funds (NH DHHS).**

Authorized the nomination of Lieutenant Colonel Todd E. Swass, Strafford, NH, for promotion to the rank of Colonel, NH Air National Guard. This officer meets all prerequisites for this grade, having been found to be physically, mentally, morally, and professionally qualified.

4. STATEWIDE PROJECTS AND POLICIES

Authorized the State Suggestion and Extraordinary Service Award Evaluation Committee to award a net sum of \$1,000 to Michael Gilligan from the Department of Transportation. Effective upon G&C approval.

Authorized the Division of Forests and Lands to enter into a memorandum of agreement with the NH Department of Safety for the purpose of providing Operation Stonegarden Detail Patrols. (2) Further authorized to accept and expend \$5,591 from NHDOS to offset the personnel expenditures of providing Operation Stonegarden Detail Patrols. Effective upon G&C approval through August 31, 2015. **100% Other Funds.**

Authorized the Bureau of Rail & Transit to enter into an agreement with Montagne Communications LLC, Manchester, NH, to provide public outreach and education, public relations and information management for the NH Rail Transit Authority, for an amount not to exceed \$40,000. Effective upon G&C approval through December 31, 2014. **80% Federal, 20% State Capital Funding (General Fund Bonded Expenses).**

5. DETAIL: APPOINTMENTS AND NOMINATIONS

(* = District 2 Resident)

New Nominations by Governor Hassan:

Aviation Users Advisory Board:

Ernest F. Loomis, Concord, NH*

Christopher Nevins, Hampton, NH

Compensation Appeals Board:

Anne C. Eaton, Concord, NH*

David F. Foster, New London, NH

Mark S. Mackenzie, Manchester, NH

Robert C. Norton, Concord, NH*

Denis W. Parker, Hooksett, NH

Terence R. Pfaff, Hooksett, NH

Current Use Advisory Board:

Scott W. Bartlett, Manchester, NH

Gary J. Karp, Holderness, NH

David W. Tellman, Whitefield, NH

Dropout Prevention and Dropout Recovery Oversight Council:

Dwight Davis, Newfields, NH

Electricians' Board:

James D. Roberts, Hampton, NH

Fire Standards and Training Commission:

William S. Campbell, Amherst, NH

Judicial Council:

Matthew Houde, Plainfield, NH

Advisory Committee on Marine Fisheries:

Esther Kennedy, Portsmouth, NH

Midwifery Council:

Kathryn D. Cranford, Laconia, NH

Occupational Therapy Governing Board:

Wendi Guillette, Auburn, NH

Physical Therapy Governing Board:

Lea P. Bruch, Keene, NH*

Public Employee Labor Relations Board:

Mark Hounsell, Conway, NH

Director of the Division of Administration at the Department of Safety:

Elizabeth Bielecki, Bedford, NH

Director of the Division of Motor Vehicles at the Department of Safety:

Richard C. Bailey, Bow, NH

Director of the Division of State Police at the Department of Safety:

Robert L. Quinn, Seabrook, NH

Telecommunications Planning and Development Advisory Committee:

Theodore R. Jastrezemski, Hanover, NH

Confirmed by the Council:

Advanced Manufacturing Education Advisory Council:

John F. Olson, Charlestown, NH*

Current Use Advisory Board:

Thomas A. Mullin, Rochester, NH*

Judicial Council:

Steven D. Lubrano, Hanover, NH

Alan Seidman, Bedford, NH

Judicial Retirement Plan Board of Trustees:

Deborah B. Butler, Concord, NH*

Board of Landscape Architects:

Douglas H. Greiner, Salisbury, NH*

Advisory Committee on Marine Fisheries:

Peter A. Whelan, Portsmouth, NH

Board of Mental Health Practice:

Joseph P. Nadeau, Durham, NH*

Oil Fund Disbursement Board:

Thomas Klemm, Salem, NH

Personnel Appeals Board:

Joseph Casey, Rochester, NH*

Physical Therapy Governing Board:

Nicole Lavoie, Nashua, NH

Racing and Charitable Gaming Commission:

Frederick Booth, New Durham, NH

Recreational Therapy Governing Board:

Rebecca K. Taylor, Manchester, NH

Transportation Appeals Board:

Christopher R. Bean, Concord, NH*

Volunteer New Hampshire Board of Directors:

Pamela S. Hall, Portsmouth, NH

Charles Lloyd, Concord, NH*

Waste Management Council:

Nancy E. Kinner, Lee, NH

Wetlands Council:

Deborah Lievens, Londonderry, NH

###



Paid for by Van Ostern for New Hampshire.
www.vanostern.com PO Box 193, Concord, NH 03302.
Colin Van Ostern, fiscal agent.

[Click here to unsubscribe](#)



Comcast Cable
54 Regional Drive
Concord, NH 03301
www.comcast.com

3INT4

17A

VIA HAND DELIVERY

February 14, ²⁰¹⁴~~2013~~

City of Concord
41 Green Street
Concord, N.H. 03301

RECEIVED

FEB 14 2014

CITY OF CONCORD

Re: Check \$186,414.66

Dear Council Members:

Please find enclosed Comcast's Franchise Fee payment for the fourth quarter of 2013. If you have any questions regarding these payments, please feel free to contact me at 603-224-1871, ext. 202.

City of Concord, New Hampshire

Received By:

Comcast

Sue Starns

B. Christiansen

Bryan Christiansen
Manager of Government Relations



System Name: Comcast of Maine/New
Hampshire, Inc.
Email: Patrick_Moore@cable.comcast.co
m
Phone: 610-650-2999

Vendor ID: 154824
Contract Name: Concord NH
Statement Period: Oct - Dec, 2013
Payment Amount: \$186,414.66
Statement Number: 138747
CUID: None
System ID: 8773-2000-1580

CONCORD CITY OF NH
41 GREEN STREET
OFFICE OF THE MAYOR
CONCORD, NH, 03301

This statement represents your payment for the period listed
above.

Revenue Category	Amount
Expanded Basic Video Service	\$1,362,527.62
Limited Basic Video Service	\$807,091.67
Digital Video Service	\$668,093.60
Pay	\$291,088.45
PPV / VOD	\$127,758.74
Video Equipment	\$8,286.07
Digital Video Equipment	\$137,568.20
Video Installation / Activation	\$33,991.70
Franchise Fees	\$194,453.15
PEG Fees	\$15,824.85
Guide	\$773.99
Other	\$14,453.45
Late Fees	\$10,555.19
Write-offs / Recoveries	(\$30,846.40)
Ad Sales	\$288,908.49
Home Shopping Commissions	\$19,763.14
Total	\$3,728,291.92
Franchise Fee %	5.00 %
Franchise Fee	\$186,414.66

To the best of my knowledge and belief, the above is a true and correct statement for the accounting of the gross revenues received by this corporation for the period.


Pat Moore

Analyst



COMCAST FINANCIAL AGENCY CORPORATION
A Comcast Cable Communications Group Company
1701 JFK Boulevard
Philadelphia, PA 19103-2838

13477954

PAGE: 1 of 1

DATE: January 31, 2014
CHECK NUMBER: 510470805
AMOUNT PAID: \$186,414.66



00200 CKS LA 14031 - 0510470805 NNNNNNNNNNNN 0315100005010 X193A1 C
CONCORD CITY OF NH
41 GREEN STREET
OFFICE OF THE MAYOR
CONCORD NH 03301



VENDOR NUMBER: 154624

VENDOR: CONCORD CITY OF NH

INVOICE NO	INVOICE DATE	ACCOUNT NUMBER	DESCRIPTION	DISCOUNT AMOUNT	NET AMOUNT
138747	12/31/13		305385-Concord NH	\$0.00	\$186,414.66
			TOTALS	\$0.00	\$186,414.66

PLEASE DETACH BEFORE DEPOSITING CHECK



COMCAST FINANCIAL AGENCY CORPORATION
A Comcast Cable Communications Group Company
1701 JFK Boulevard
Philadelphia, PA 19103-2838

CHECK
NUMBER 510470805

56-1544
441

January 31, 2014

*** VOID AFTER 180 DAYS ***

PAY
TO THE
ORDER OF: CONCORD CITY OF NH
41 GREEN STREET
OFFICE OF THE MAYOR
CONCORD, NH 03301

CHECK AMOUNT

\$186,414.66

EXACTLY *****186,414 DOLLARS AND 66 CENTS

Chase Bank, N.A.
Columbus, OH



SECURITY FEATURES
INCLUDED:
SEE DETAILS ON BACK

Christine Corjio

Authorized Signature

510470805 1044115443

675528343

